

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
March 20 2019

The special meeting of the Board of Trustees of the Middle Country Public Library was held on March 20, 2019 at the Library in Centereach.

Attendance was as follows:

Mr. John Hocter	-	President
Mr. Ronald Harrington	-	Vice-President
Mrs. Lisa Mitnick	-	Member
Mrs. Jacqueline Schott	-	Member
Mr. Edward McMullin	-	Member

Staff:

Mrs. Sophia Serlis-McPhillips	-	Director
Ms. Kathleen Deerr	-	Assistant Director
Mr. Ryan Gessner	-	Assistant Director
Mrs. Tracy LaStella	-	Assistant Director
Ms. MaryAnne Ellinger	-	Head of Business & Personnel
Mrs. Nancy Basile	-	Business Office Manager

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mr. Hocter.

APPROVAL OF MINUTES

A motion was made by Mr. McMullin, seconded by Mrs. Mitnick, to approve the minutes of the board meeting held February 20, 2019.

Motion carried unanimously.

BOARD OF REGISTRATION

A motion was made by Mr. Hocter, seconded by Mr. Harrington, to approve the personnel appointed by the Elections Clerk to serve as a Board of Registration on March 26, 2019:

Beth Finn
Sara Calderone

Motion carried unanimously.

BOARD OF ELECTION

A motion was made by Mr. McMullin, seconded by Mrs. Mitnick, that the following personnel, appointed by the Elections Clerk to serve as a Board of Election for the Library election to be held Tuesday, April 2, 2019, be approved:

Nancy Basile	Laura Eisenbraun	Susan LaSelva
Kerry Bizzarro	MaryAnne Ellinger	Regina Moloney
Janice Boscarino	Beth Finn	Linda Perro
Sara Calderone	Margo Goldberg	Lisa Rau
Lois Casa	Melanie Hackbarth	Janet Ross
Lynne Ceraso	Patricia Hanlon	Elizabeth Salerno
Patricia Costantino	Darlene Hartman	Leanne Semisa
Joan Dio	Debra Hirschfeld	Eileen Urbach
Roberta Dola	Elizabeth LaSala	Tracey Vosilla

Motion carried unanimously.

NYS ANNUAL REPORT 2017/2018

A motion was made by Mrs. Mitnick, seconded by Mrs. Schott, to accept the NYS Annual Report for Public and Association Libraries for fiscal year 2017/2018.

Motion carried unanimously.

GENIE AERIAL WORK PLATFORM

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to purchase a Genie Runabout aerial work platform, including AGM batteries, power inverter, extension deck gated, extension deck sliding mid rail, and delivery from Able Equipment, at a total cost of \$19,973, from Source Well (formerly NJJP) contract # 042815.

Motion carried unanimously.

PATRON BEHAVIOR POLICY

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, to amend the Patron Behavior Policy as follows:

Patrons shall engage in reading, studying, using library materials or similar activities associated with the use of a public library. Any person not so engaged may be required to leave the library premises. Patrons are prohibited from engaging in any activity which constitutes an annoyance, disruption or distraction to patrons and the orderly and peaceful utilization of the library and library premises such as:

interfering with other patrons' reasonable expectation of privacy

interfering with Library staff's performance of their duties

engaging in a course of conduct which alarms "or seriously annoys" another person and would serve no legitimate purpose; such prohibition to include the striking, shoving, kicking, unpermitted touching, or otherwise subjecting another person to physical contact or attempting or threatening to do so

engaging in unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, including viewing material of a pornographic nature.

staring at another person or following another person about the premises such that the other person could reasonably be considered to be annoyed or disturbed

leaving children unattended on the premises

using harassing, obscene, abusive, or insulting language or gestures

causing a disturbance by arguing, propagandizing, or preaching

engaging in loud or boisterous activities, playing audio or video equipment so that others are disturbed

eating (except for Library approved programs), congregating, soliciting, or sleeping

smoking, including E-cigarettes, in the buildings and on all grounds controlled and managed by the Library

using or carrying skateboards on Library premises

using cell phones in other than designated areas

improperly using Library restrooms or facilities for purposes such as bathing, shaving, changing or laundering clothes

possessing, distributing, or consuming alcoholic beverages, illegal drugs, narcotics, or controlled substances

possessing or using a dangerous weapon

damaging, defacing, destroying, or stealing any material, equipment, or property belonging to the library or to other patrons

rearranging library furniture or using it improperly, including sitting on or putting feet on tables

entering the building without footwear as well as both upper and lower body covering

evidencing bodily hygiene so offensive as to constitute a nuisance to other persons

bringing any pets, with the exception of trained guide dogs or pets assisting disabled persons

Library personnel and security guards will enforce these rules. Patrons not complying will be asked to leave. Library personnel and Security guards are authorized to contact the police if necessary.

Any patron who violates the Library rules and regulations may be denied the privilege of access to the Library by the Library Board of Trustees, on recommendation of the Library Director. Any patron whose privileges have been denied may have that decision reviewed by the Board of Trustees.

Motion carried unanimously.

LANDSCAPING BID

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to extend landscaping bid approved by the board of Trustees on February 21, 2018 with Del Graz Enterprises, Inc. dba R&R Landscaping, as that of the lowest possible responsible bidder in the amount of \$23,800 for landscaping services at the Centereach and Selden buildings.

Motion carried unanimously.

CONFERENCE AND TRAVEL

A motion was made by Mr. Hctor, seconded by Mr. McMullin, to approve travel expenses for the following employees:

FAMILY PLACE SITE VISITS

Kathleen Deerr and Michelle Kenney for Family Place Site visits to Nashua, Dover and Farmington libraries in Nashua, Dover and Farmington, New Hampshire from

April 3rd through April 4th, 2019 at cost not to exceed \$1,400 to be funded by Family Place.

TEXAS STATE LIBRARY CONFERENCE

Kathleen Deerr and Kristen Todd-Wurm to attend the Texas State Library Conference in Austin, Texas from April 15th through the 17th , 2019 at a cost not to exceed \$2,400 to be funded by Family Place.

ALA ANNUAL CONFERENCE

Sophia Serlis-McPhillips, Kristen Todd-Wurm and Gilda Ramos to attend the ALA Annual Conference in Washington, DC from June 21st to June 24th , and Elizabeth Malafi to attend from June 21st to June 25th , 2019 at a cost not to exceed \$10,100 with \$2,495 to be funded by Family Place.

Deborah Hempe to attend the ALA Annual Conference in Washington, DC from June 19th to June 24th , 2019 at a cost not to exceed \$3,530. Ms. Hempe's attendance at the conference is dependent on being selected by ALA FINRA for the Thinking Money for Kids exhibit. If selected, ALA will reimburse the Library for 2 night hotel costs and \$600 for airfare.

Motion carried unanimously.

FOUNDATION FUNDS ACCEPTANCE

A motion was made by Mr. Hocter, seconded by Mr. Harrington, to accept funds from the Middle Country Library Foundation for the following:

The Nature Generation Nature Explorium	\$1,000.00
People's Alliance Federal Credit Union Miller Center	\$1,125.00

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, to approve the following:

payrolls:	
February 8, 2019	\$254,896.33
February 22, 2019	\$253,744.36

monthly warrant:

Warrant #8 dated February 22, 2019

\$ 24,755.13

Warrant #9 dated March 8 & 20, 2019

\$369,201.79

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. Harrington, seconded by Mrs. Schott, to accept the Report of Personnel Changes, dated February 28, 2019

Motion carried unanimously.

BUDGET INFORMATION MEETING

The budget information meeting was held at 7:00 p.m. No one from the public attended.

ADJOURNMENT

A motion was made by Mr. Hocter, seconded by Mr. Harrington, to adjourn.

Motion carried unanimously.

Meeting adjourned at 7:07 p.m.