

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
August 21, 2019

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on August 21, 2019 at the Centereach building.

Attendance was as follows:

Mr. John Hoctor	-	President
Mrs. Jacqueline Schott	-	Member
Mr. Edward McMullin	-	Member

Staff:

Mrs. Sophia Serlis-McPhillips	-	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 10:00 a.m. by Mr. Hoctor.

APPROVAL OF MINUTES

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to approve the minutes of the board meeting held on July 17, 2019.

Motion carried unanimously.

ACOUSTICAL CONSULTING SERVICES – CENTEREACH

A motion was made by Mr. Hoctor, seconded by Mrs. Schott, to approve the proposal from Bermello Ajamil & Partners to add acoustical consulting services for the renovations to the Great Room. AKRF Environmental, Planning, and Engineering Consultants will perform those services as a sub-contractor of Bermello Ajamil & Partners at cost not to exceed \$32,000.

Motion carried unanimously.

SELDEN LIGHT FIXTURE REPLACEMENT

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to accept the proposal from Wesco Distribution, Inc. for the replacement of 20 light fixtures in the Selden parking lot due to erosion, National IPA contract R142106, at a cost of \$13,249.40.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

SCHOOL FACILITIES MANAGER'S CONFERENCE & EXPO

John Miccoli to attend the School Facilities Manager's Conference & Expo in Saratoga Springs, New York from October 13th through October 16th, 2019 at a cost not to exceed \$1,550.

YSS EMPOWERMENT, ADVOCACY AND LEADERSHIP ACADEMY

Elizabeth Allen to attend the YSS Empowerment, Advocacy and Leadership Academy in Saratoga Springs, New York from November 12th through November 14th, 2019 at a cost not to exceed \$1,300.

LIBRARY MARKETING AND COMMUNICATION CONFERENCE

Deborah Hemepe to attend the Library Marketing and Communication Conference in St. Louis, Missouri from November 13th through November 14th, 2019 at a cost not to exceed \$2,100.

Motion carried unanimously.

FOUNDATION FUNDS ACCEPTANCE

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

Kid's Gardening Org, Inc	
Nature Explorium	\$ 500.00

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
July 12, 2019	\$328,685.16
July 26, 2019	\$254,409.04

monthly warrant:	
Warrant #1 dated July 26, 2019	\$ 33,919.21
Warrant #2 dated August 9 & 21, 2019	\$634,134.30

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. Hocter, seconded by Mrs. Schott, to approve the Report of Personnel Changes, dated July 31, 2019.

Motion carried unanimously.

ADJOURNMENT

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to adjourn.

Meeting adjourned at 10:12 a.m.

Motion carried unanimously.