

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
of the  
MIDDLE COUNTRY PUBLIC LIBRARY  
October 16, 2019

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on October 16, 2019 at the Centereach building.

Attendance was as follows:

Mr. John Hctor	-	President
Mr. Ronald Harrington	-	Vice-President
Mrs. Jacqueline Schott	-	Member

Staff:

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

CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Mr. Hctor.

AUDIT COMMITTEE MEETING

A motion was made by Mrs. Schott, seconded by Mr. Hctor, that the Board move into the audit committee meeting at 6:02 p.m.

Motion carried unanimously.

A motion was made by Mr. Hctor, seconded by Mr. Harrington, to move back into the regular Board meeting at 6:26 p.m.

Motion carried unanimously

APPROVAL OF MINUTES

A motion was made by Mr. Hctor, seconded by Mr. Harrington, to approve the minutes of the board meeting held on September 18, 2019.

Motion carried unanimously.

## REPORT OF THE DIRECTOR

Mrs. Serlis-McPhillips updated the Board on the possibility of an eBook embargo with MacMillan publishers through OverDrive's E\_Book platform.

Mrs. Serlis-McPhillips informed the board that the Centereach roof project approved at the September meeting would be postponed until spring.

## FINANCIAL AUDIT - FISCAL YEAR 2018/2019

A motion was made by Mrs. Schott, seconded by Mr. Hoctor, to accept the financial audit for fiscal year 2018/2019 prepared by the accounting firm of Nawrocki Smith, LLP.

Motion carried unanimously.

## NEW YORK STATE PUBLIC LIBRARY CONSTRUCTION GRANT PROGRAM

A motion was made by Mrs. Schott, seconded by Mr. Harrington, to adopt the application for the New York State Public Library Construction Grant Program for the Centereach Roof Project.

Motion carried unanimously.

## CONFERENCE AND TRAVEL

A motion was made by Mr. Hoctor, seconded by Mr. Harrington, to approve travel expenses for the following employee:

### PLA CONFERENCE AND FAMILY PLACE SYMPOSIUM 2020

Conference and travel expenses for Sophia Serlis-McPhillips, Tracy LaStella, Kristen Todd-Wurm, Deborah Hempe, and Kristine Tanzi to attend the PLA Conference and Family Place Symposium in Nashville, Tennessee from February 25<sup>th</sup> through February 28<sup>th</sup>, 2020 at a cost not to exceed \$12,750, with \$10,190 to be funded by Family Place.

### PODFEST 2020

Sara Fade and Nicole Rambo to attend the PODFEST 2020 conference in Orlando, Florida from March 5<sup>th</sup> through the 8<sup>th</sup>, 2020 at a cost not to exceed \$4,750.

Motion carried unanimously.

## FOUNDATION FUNDS ACCEPTANCE

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

TD Charitable Foundation	
Nature Explorium	\$4,500.00

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:

September 6, 2019	\$253,451.59
September 20, 2019	\$263,283.54

monthly warrant:

Warrant #3 dated September 20, 2019	\$ 39,007.27
Warrant #4 dated October 4 & 16, 2019	\$333,761.90

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. Hctor, seconded by Mrs. Schott, to approve the Report of Personnel Changes, dated September 30, 2019.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 6:40 p.m.