

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
January 15, 2020

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on January 15, 2020 at the Centereach building.

Attendance was as follows:

Mr. Edward McMullin	-	Vice-President
Mrs. Jacqueline Schott	-	Member
Mr. Ronald Harrington	-	Member

Staff:

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

CALL TO ORDER

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

APPROVAL OF MINUTES

A motion was made by Mrs. Schott, seconded by Mr. Harrington, to approve the minutes of the board meeting held December 18, 2019.

Motion carried unanimously.

REPORT OF THE DIRECTOR

Mrs. Serlis-McPhillips updated the Board on the plans for the Centereach Adult Design project. Final details are almost complete and the application to NYS should be submitted soon.

PROPOSED ESTIMATED EXPENDITURES

The board reviewed the proposed 2020/2021 budget. Final approval of the estimated expenditures will take place at the February meeting.

AUGUST AND DECEMBER 2020 BOARD MEETING

A motion was made by Mrs. Schott, seconded by Mr. Harrington, that the August 19, 2020 and the December 16, 2020 board meeting time be changed to 10:00 a.m.

Motion carried unanimously.

NEW SUPERVISOR TRAINING – TIM MCHEFFEY

A motion was made by Mr. Harrington, seconded by Mrs. Schott, to accept the proposal from Tim McHeffey to provide new supervisor training for staff consisting of three sessions February 5th, 11th and 19th, 2020 at a cost of \$2,955.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

ALA MID-WINTER CONFERENCE

Tracy LaStella to attend the ALA Mid-Winter Conference in Philadelphia, Pennsylvania on January 25th, 2020 at a cost not to exceed \$700.

INNOVATIVE USERS GROUP 2016 CONFERENCE

Deborah Antolini and Ryan Gessner to attend the Innovative Users Group Conference in Minneapolis, Minnesota from April 16th through April 18th, 2020 at a cost not to exceed \$3,850.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:

December 13, 2019	\$249,715.41
December 27, 2019	\$261,771.59

monthly warrant:

Warrant #6 dated December 27, 2019	\$ 21,246.71
Warrant #7 dated January 10, & 15, 2020	\$358,738.15

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

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

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 6:45 p.m.