

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
of the  
MIDDLE COUNTRY PUBLIC LIBRARY  
March 25 2020

The meeting of the Board of Trustees of the Middle Country Public Library was held on March 25, 2020 at the Library in Centereach.

Attendance was as follows:

Mr. John Hoctor	-	President
Mr. Edward McMullin	-	Vice-President
Mrs. Lisa Mitnick	-	Member
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 & Personnel

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 Mr. Hoctor, seconded by Mrs. Schott, to approve the minutes of the board meeting held February 19, 2020.

Motion carried unanimously.

REPORT OF THE DIRECTOR

Mrs. Serlis-McPhillips apprised the Board of the Library closure due to the COVID-19 coronavirus and the steps the Library is taking for staff and patrons. Mrs. Serlis-McPhillips updated the Board on the status of the Great Room Construction Project as well.

### DIFFERENTIAL AND SUNDAY PAY RATES

A motion was made by Mrs. Mitnick, seconded by Mr. Hoctor, to suspend the Saturday and Sunday differential pay rate as of April 12, 2020 and until the Library reopens to the public.

Motion carried unanimously.

### GREAT ROOM CONSTRUCTION PROJECT

A motion was made by Mr. Hoctor, seconded by Mr. McMullin, to approve the scope and budget for the Great Room Construction Project at the Centereach building in the amount of \$2,953,000 to be funded by the Capital Fund, the Reserve for Technology, and the operating budget.

Motion carried unanimously.

### BUDGET VOTE DAY

A motion was made by Mrs. Schott, seconded by Mr. McMullin, as follows:

RESOLVED, that the Board of Trustees hereby determines to re-schedule/postpone the Library's Annual Budget Vote/Election currently scheduled for April 7, 2020 based upon the constraints that are expected to remain upon the Library; and the Library District's residents/voters as a result of Declarations and Orders; and Resolutions emanating from Federal and/or State and/or County governments and/or this Board of Trustees; and it is

FURTHER RESOLVED, that the Board of Trustees sets June 16, 2020 as the postponed date on which the Vote/Election is to be rescheduled; a Legal Notice providing for the Meeting to take place on said date will be forthcoming under the statutory requirements providing for the Library's Annual Vote/Election.

Motion carried unanimously.

### SEQRA TYPE II

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, as follows:

Board of Trustees of the Middle Country Public Library  
Proposed Building Improvements at Middle Country Public Library – Centereach Branch

WHEREAS, the Board of Trustees of the Middle Country Public Library (the "Board of

Trustees”) is proposing building improvements at Middle Country Public Library – Centereach Branch located at 101 Eastwood Boulevard in the hamlet of Centereach, Town of Brookhaven, New York (hereinafter the “proposed action”); and WHEREAS, the Board of Trustees of the Middle Country Public Library has retained VHB Engineering, Surveying, Landscape Architecture and Geology, P.C. to review the proposed action, the State Environmental Quality Review Act and its implementing regulations at 6 NYCRR Part 617, and to make a recommendation to the Board of Trustees as to the proper classification of the proposed action; and WHEREAS, the proposed action at Middle Country Public Library – Centereach Branch specifically includes interior alterations totaling approximately 7,500 square feet to accommodate modification of quiet study space to a maker space activity room; installation of a supplemental HVAC system to serve the new makers space; general reconfiguration of one part of the reference and computer area to serve as a formal reading room with collections, a light café space and relocation of quiet study and group meeting rooms; and widening of an interior stair; and WHEREAS, the proposed action also includes minor exterior building improvements, including alteration of an exterior curtainwall system to increase the glazing area in a localized area; and alteration of an exterior service stair to accommodate the curtainwall expansion; and WHEREAS, pursuant to 6 NYCRR §§ 617.5(c)(1)(2) and (10) of the implementing regulations of the State Environmental Quality Review Act, the “maintenance or repair involving no substantial changes in an existing structure or facility;” “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings...” and “routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area...” are Type II actions;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Middle Country Public Library, as lead agency, after review of the action proposed at Middle Country Public Library – Centereach Branch, 6 NYCRR §617.5, and the opinion provided by VHB Engineering, Surveying, Landscape Architecture and Geology, P.C., hereby determines that the proposed action is a Type II Action pursuant to 6 NYCRR §§ 617.5(c)(1)(2) and (10) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impacts on the environment.

Motion carried unanimously.

#### NATURE EXPLORIUM RECONSTRUCTION PAVERS AND BLUESTONE

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, to accept the quote from Laser Industries to remove stump flatwork, subbase and blue stone, and replace with new concrete subbase, slate stone pattern and new bluestone at planter area (Suffolk County ADA contract # 090519-A2) at a cost of \$30,870.

Motion carried unanimously.

#### NATURE EXPLORIUM RECONSTRUCTION BAMBOO FENCING

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to accept the quote from Residential Fences Corporation to remove existing bamboo fencing components, and replace with new bamboo fencing and posts (Town of Brookhaven contract # 20180017) at a cost of \$28,598.

Motion carried unanimously.

#### SECURITY PLAN DOOR SWIPES

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to approve the purchase and installation for 6 door readers for the professional wing, Centereach building, to complete the Library's security plan, from Digital Provisions, Inc. NYS contract 23150-PT 68786 at a cost of \$18,189.09.

Motion carried unanimously.

#### APRIL BOARD MEETING

A motion was made by Mr. Hctor, seconded by Mr. McMullin to have a virtual board meeting on April 15, 2020 at 10:00 a.m.

Motion carried unanimously.

#### FOUNDATION FUNDS ACCEPTANCE

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

Peoples Alliance Fderal Credit Union	
Miller Center	\$ 1,000.00
John D. Miller Fund	
Miller Center	\$2,000.00
Theresa Alessandra Russo Foundation	
Nature Explorium	\$2,711.00
John C. Dunphy Foundation	
Family Place	\$4,500.00

Motion carried unanimously.

#### APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
February 7, 2020	\$262,046.90
February 21, 2020	\$256,087.73

monthly warrant:	
Warrant #8 dated February 21, 2020	\$ 24,054.17
Warrant #9 dated March 6, & 25, 2020	\$480,161.40

Motion carried unanimously.

#### APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to accept the Report of Personnel Changes, dated February 29, 2020

Motion carried unanimously.

#### ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 10:35 a.m.