

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
May 20, 2020

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on May 20, 2020 at the Centereach building.

Attendance was as follows:

Mr. John Hoctor	-	President
Mr. Edward McMullin	-	Vice-Member
Mr. Ronald Harrington	-	Member
Mrs. Jacqueline Schott	-	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 April 15, 2020.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director spoke with the Board about the COVID 19 phase in plans of both the State and County, and the effects they would have on the Library's operations going forward. Ms. Serlis-McPhillips also informed the Board that the Library budget vote would be held on September 15, 2020 per the Governor's executive Order.

COVID 19 PHASE IN DIRECTIVE

A motion was made by Mrs. Schott, seconded by Mr. Harrington, to grant the Library Director the authority to move from phase to phase during the COVID 19

reopening process based on directives from New York State and Suffolk County.

Motion carried unanimously.

NEWSLETTER/CATALOG PRINTING BID EXTENSION

A motion was made by Mr. Hoctor, seconded by Mrs. Schott, to extend the contract with Corporate Color for the Library Newsletter/Catalog (3 year bid of June 2017), in the amount of \$44,580, through June 2021, due to the COVID-19 pandemic.

Motion carried unanimously.

JUNE 2020 BOARD MEETING

A motion was made by Mr. McMullin seconded by Mrs. Schott, that the June board meeting be changed to June 23, 2020 at 10:00 a.m.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

Payroll:		
April 3, 2020		\$291,797.07
April 17, 2020		\$273,107.21
Monthly warrant:		
Warrant #10 dated April 17, 2020		\$ 10,089.88
Warrant #11 dated May 1, 15, & 20, 2020		\$486,896.49

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to approve the Report of Personnel Changes, dated April 30, 2020.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 10:22 a. m.