

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
May 19, 2021

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on May 19, 2021 at the Centereach building.

Attendance was as follows:

Mr. John Hocter	-	President
Mr. Edward McMullin	-	Vice-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. Christina Blount	-	Administrative Assistant
Mrs. Nancy Basile	-	Business Office Manager

CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Mr. Hocter.

APPROVAL OF MINUTES

A motion was made by Mr. Hocter, seconded by Mrs. Schott, to approve the minutes of the board meeting held on April 21, 2021.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director spoke with the Board about the new CDC and NYS revised mask mandate. Mrs. Serlis-McPhillips also updated the Board on the Great Room Construction Project.

DIRECTOR'S EVALUATION

A motion was made by Mr. McMullin, seconded by Mrs. Schott, that the board accept Mrs. Serlis-McPhillips' self-evaluation.

Motion carried unanimously.

PATRON BEHAVIOR POLICY ADDENDUM

A motion was made by Mrs. Schott, seconded by Mr. McMullin, that the Board amend the COVID-19 Addendum to the Patron Behavior Policy as follows:

COVID-19 Addendum to Patron Behavior Policy

The rules and regulations set forth in this addendum, and in the library's reopening plan, supersede the rules in all other policies until such time as the Board of Trustees deems necessary.

- All unvaccinated library patrons and visitors will wear face coverings at all times. Any unvaccinated patrons refusing to wear a face covering will be asked to leave the library.
- Children between the ages of 2 through 11 will wear face coverings at all times.
- All unvaccinated library patrons and visitors will maintain a minimum of six feet of distance between themselves and other persons. Anyone refusing to follow proper social distancing will be asked to leave the library.
- No individual should enter the library if they are exhibiting symptoms of COVID-19.
- The library's policies and procedures for the use of public computers, meeting rooms, and specific spaces in the library may be altered as necessary to provide for social distancing.

Motion carried unanimously.

FURNITURE – CENTEREACH CHILDREN'S REFERENCE AREA

A motion was made by Mr. Hctor, seconded by Mr. McMullin, to accept the following quote from Agati Furniture Company to fabricate and install a custom made reference desk, storage cabinet, and rolling file cabinet for the Children's Area in the Centereach building, E&I Contract CNR01372 in the amount of \$44,059.49.

Motion carried unanimously.

CENTEREACH BUILDING ADULT AREA ROOF REPAIR

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to appoint More Consulting Corporation for the repair of the Adult reading room area roof of the Centereach building, including the repair of any open seams, flashings and roof penetrations, new

insulation as needed, and application of moisture proofing membrane to the entire section at a cost of \$91,876.30, Suffolk County Department of Public Works contract RR010819.

Motion carried unanimously.

HVAC REPLACEMENT PLAN UNIT #14 – CENTEREACH BUILDING

As part of the Library’s HVAC replacement plan, a motion was made by Mr. McMullin, seconded by Mrs. Schott, to accept the quote of Island Industrial Boilers for the replacement of roof top air conditioning unit #14 at the Centereach building in the amount of \$39,000 for a Trane 25 ton gas heat/electric cool package unit, all materials and labor as per contract approved by Board of Trustees April 2021.

Motion carried unanimously.

CENTEREACH BUILDING ATRIUM ROOF REPAIR

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to appoint More Consulting Corporation for the repair of the Adult reading area/Atrium roof of the Centereach building, including the repair of any open seams, flashings and roof penetrations, new insulation as needed, and application of moisture proofing membrane to the entire section at a cost of \$114,426.80, Suffolk County Department of Public Works contract RR010819.

Motion carried unanimously.

SELDEN EMPLOYEE PARKING LOT REPAIR

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to accept the proposal from Laser Industries, Inc. in the amount of \$19,400, with all labor and materials priced in accordance with Suffolk County ADA contract 090519, for the removal and replacement of the curb, sidewalk and restoration of the Selden employee parking lot.

Motion carried unanimously.

JUNE 2021 BOARD MEETING

A motion was made by Mr. Hctor, seconded by Mr. McMullin, that the June 2021 board meeting be changed to June 23, 2021 at 6:30 p.m.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
April 2, 2021	\$256,379.74

April 16, 2021	\$257,068.33
April 30, 2021	\$258,073.89
monthly warrant:	
Warrant #11 dated May 14 & 19, 2021	\$475,733.55

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, 2021.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 7:07 p.m.