

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
August 18, 2021

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on August 18, 2021 at the Centereach building.

Attendance was as follows:

| | | |
|-----------------------|---|----------------|
| Mr. John Hoctor | - | President |
| Mr. Edward McMullin | - | Vice-President |
| Mrs. Lisa Mitnick | - | Member |
| Mr. Ronald Harrington | - | Member |

Staff:

| | | |
|-------------------------------|---|------------------------------|
| Mrs. Sophia Serlis-McPhillips | - | Director |
| Mr. Ryan Gessner | - | Assistant Director |
| Ms. MaryAnne Ellinger | - | Head of Business & Personnel |
| Mrs. Christina Blount | - | Administrative Assistant |

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. McMullin, seconded by Mrs. Mitnick, to approve the minutes of the board meeting held on July 21, 2021.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director updated the Board on the Adult Room construction project.

CIVIL SERVICE SECTION 75 RESOLUTION WITHDRAWN

A motion was made by Mr. Hoctor, seconded by Mr. Harrington, that the Civil Service Law Section 75 proceeding vs. a Library Clerk commenced in July of 2021 is hereby withdrawn; and it is further resolved, that the termination of said Library Clerk effective July 26, 2021 by Library Director Serlis-McPhillips is hereby affirmed and ratified.

Motion carried unanimously.

HVAC REPLACEMENT PLAN UNIT #13 – CENTEREACH BUILDING

As part of the Library’s HVAC replacement plan, a motion was made by Mrs. Mitnick, seconded by Mr. McMullin, to accept the quote of Island Industrial Boilers for the replacement of roof top air conditioning unit #13 at the Centereach building in the amount of \$35,000 for a Trane 17.5 ton gas heat/electric cool package unit, all materials and labor as per contract approved by Board of Trustees April 2021.

Motion carried unanimously.

LIBRARY INSURANCE FOR 2021-2022 YEAR

A motion was made by Mr. Harrington, seconded by Mr. McMullin, to accept the quote of Utica Insurance, in the amount of \$187,950 submitted by Joseph Price of EPIC Brokers, as the lowest quote for General Insurance, Umbrella, Auto and Worker’s Compensation for the 2021-2022 year.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

NYLA ANNUAL CONFERENCE

Sophia Serlis-McPhillips, Sal DiVincenzo, Sara Fade and Nicole Rambo to attend the NYLA Annual Conference in Syracuse, NY on November 3 through November 4, 2021 at a cost not to exceed \$4,400.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

| | |
|----------------|--------------|
| payrolls: | |
| July 23, 2021 | \$252,357.95 |
| August 6, 2021 | \$257,726.76 |

| | |
|--------------------------------------|--------------|
| monthly warrant: | |
| Warrant #1 dated July, 2021 | \$ 38,877.13 |
| Warrant #2 dated August 6 & 18, 2021 | \$448,681.30 |

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. Hocter, seconded by Mr. McMullin, to approve the Report of Personnel Changes, dated July 31, 2021.

Motion carried unanimously.

ADJOURNMENT

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

Meeting adjourned at 10:20 a.m.

Motion carried unanimously.