

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
January 19, 2022

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on January 19, 2022 at the Centereach building.

Attendance was as follows:

Mr. John Hoctor	-	President
Mr. Edward McMullin	-	Vice-President
Mrs. Jacqueline Schott	-	Member
Mr. Ronald Harrington	-	Member
Mrs. Lisa Mitnick	-	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
Mrs. Christina Blount	-	Administrative Assistant

CALL TO ORDER

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

APPROVAL OF MINUTES

A motion was made by Mrs. Schott, seconded by Mrs. Mitnick, to approve the minutes of the board meeting held December 15, 2021.

Motion carried unanimously.

REPORT OF THE DIRECTOR

Mrs. Serlis-McPhillips updated the Board on the abatement of a closet in the Selden building. She also updated the Board on Phase 2 of the Centereach Adult services Renovation project. Mrs. Serlis-McPhillips spoke with Mr. Hoctor and the entire board on pursuing an analysis of the HVAC system and exploring the possibility of solar energy in the future. The Board had no questions regarding the proposed 2022/2023 budget.

ADULT SERVICES REDESIGN AND CONSTRUCTION ADMINISTRATION

A motion was made by Mr. Hctor, seconded by Mr. McMullin, to approve the proposal from Bermello, Ajamil & Partners, Inc. for the continuation of the design, preparation of construction documentation, and construction administration for the alteration of the Centereach Adult Services area at a monthly cost of \$8,800 until the end of construction, and a one-time project close-out fee of \$14,800 to be funded by the Capital Fund.

Motion carried unanimously.

ADULT SERVICES REDESIGN PROJECT MANAGEMENT

A motion was made by Mrs. Schott, seconded by Mr. Harrington, to approve the proposal from Bermello, Ajamil & Partners, Inc. for the continuation of project management of the Adult Services Construction project at a monthly cost of \$4,800 until the end of construction to be funded by the Capital Fund.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

PODFEST 2022

Sal DiVincenzo, Sara Fade, and Nicole Rambo to attend the PODFEST 2022 in Orlando, Florida from May 26th through May 29th, 2022 at a cost not to exceed \$6,600.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:

December 24, 2021	\$259,092.95
January 7, 2022	\$300,200.22

monthly warrant:

Warrant #6 dated December 24, 2021	\$ 22,625.88
Warrant #7 dated January 7 & 19, 2022	\$ 541,500.33

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. Hoctor, seconded by Mr. Harrington, to approve the Report of Personnel Changes, dated December 31, 2021.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 6:49 p.m.