

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
of the  
MIDDLE COUNTRY PUBLIC LIBRARY  
May 18, 2022

The meeting of the Board of Trustees of the Middle Country Public Library was held on May 18, 2022 at the Library in Centereach.

Attendance was as follows:

Mr. John Hocter	-	President
Mr. Edward McMullin	-	Vice-President
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
Ms. Christina Blount	-	Administrative Assistant

CALL TO ORDER

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

APPROVAL OF MINUTES

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to approve the minutes of the board meeting held April 20, 2022.

Motion carried unanimously.

EXECUTIVE SESSION

A motion was made by Mr. Hocter, seconded by Mrs. Schott that the Board move into executive session at 6:34 p.m. for matters of personnel.

Motion carried unanimously.

A motion was made by Mr. Hocter, seconded by Mrs. Schott that the Board conclude executive session at 6:51 p.m.

Motion carried unanimously.

## REPORT OF THE DIRECTOR

Mrs. Serlis-McPhillips updated the Board on the status of the Great Room Construction Project.

## DEFERRED LUMP SUM PAYMENT

Due to the disruptions and stresses related to the COVID pandemic and the Centereach construction project, and wishing to encourage staff morale during this time, a motion was made by Mr. McMullin, seconded by Mrs. Schott, to award a lump sum payment for all current employees as follows; .25% for pages and 1.5% for all other employees, based on the prior 52 weeks earnings to be paid in the June 24, 2022 payroll.

Motion carried unanimously.

## CENTEREACH BUILDING JUVENILE SECTION 1 ROOF REPAIR

A motion was made by Mr. Hctor, seconded by Mr. McMullin, to appoint More Consulting Corporation for the repair of the Juvenile area roof section 1, of the Centereach building, including the removal of the existing rooftop down to the roof decking, and installation of new insulation, drains, coping and fascia, and application of moisture proofing membrane to the entire section, including a 30 year warranty, Suffolk County Department of Public Works contract RR010819, at a cost of \$349,411, to be funded by the Capital Fund.

Motion carried unanimously.

## ADULT SHELVING – CENTEREACH BUILDING

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to approve the purchase of wood end panels for the Adult area lower floor stacks in the Centereach building from F.E. Hale Manufacturing Co. New York State contract #23109-PC68329, with installation by A. R. Kropp Company & Sons included, at a cost of \$57,153.75 to be funded by the Capital fund.

Motion carried unanimously.

## APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
April 29, 2022	\$257,810.20
May 13, 2022	\$264,727.92

monthly warrant:	
Warrant #10 dated April 29, 2022	\$19,511.02
Warrant #11 dated May 13 & 18, 2022	\$436,239.43

Motion carried unanimously.

#### APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to accept the Report of Personnel Changes, dated April 30, 2022

Motion carried unanimously.

#### ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 7:10 p.m.