

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
January 18, 2023

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on January 18, 2023 at the Centereach Building.

Attendance was as follows:

Mrs. Lisa Mitnick	-	President
Mr. Edward McMullin	-	Vice-President
Mr. John Hctor	-	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

CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Mrs. Mitnick.

APPROVAL OF MINUTES

A motion was made by Mr. McMullin, seconded by Mrs. Mitnick, to approve the minutes of the board meeting held on December 21, 2022.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director and the Board reviewed the draft of the 2023-2024 Library budget.

COMPUTER PURCHASE

A motion was made by Mrs. Mitnick, seconded by Mr. McMullin, to approve the purchase of 20 - HP EliteOne 840 G924” All in One Computer from HP to replace the Centereach Adult Public Access computers, NYS contract 73600 Aggregate Purchase PM20860 at a cost of \$23,400.

Motion carried unanimously.

BOARD MEETING CHANGE

A motion was made by Mrs. Schott, seconded by Mr. McMullin, that the April 2023 board meeting be changed to April 18, 2023 at 10:00 a.m. due to the Director's conference attendance.

Motion carried unanimously.

OBSOLETE FURNITURE AND EQUIPMENT

A motion was made by Mr. Hctor, seconded by Mrs. Mitnick, to deem the following furniture and equipment obsolete and worthless and remove it from the inventory, the wooden chairs will be recycled.

3	Computer tables
14	Computer chairs
55	Wooden chairs
1	Wooden Hutch

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

COMPUTERS IN LIBRARIES 2023

Salvatore DiVincenzo and Dennis Moran to attend the Computers in Libraries 2023 Conference in Arlington, Virginia from March 27 to March 30, 2023 at a cost not to exceed \$5,700.

FAMILY PLACE SITE VISIT

Kristen Todd-Wurm, Michelle Kenney and Caroline Mandaro for Family Place Training to Harris County Public Libraries, at the Lone Star College- Tomball Community Library, Harris County, Texas from February 6 to February 8, 2023 at cost not to exceed \$5,000 to be funded by the Barbara Bush Houston Literacy Foundation.

JOINT CONFERENCE OF LIBRARIANS OF COLOR

Gilda Ramos to attend the Joint Conference of Librarians of Color in St. Pete Beach, Florida from February 8 to February 11, 2023 at a cost not to exceed \$2,500.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:

December 23, 2022	\$ 275,463.90
January 6, 2023	\$ 272,786.56

monthly warrant:

Warrant #6 dated December 23, 2022	\$ 25,793.00
Warrant #7 dated January 6 & 18, 2023	\$ 692,584.57

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 December 31, 2022.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 6:50 p.m.