

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
October 17, 2023

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on October 17, 2023 at the Centereach Building.

Attendance was as follows:

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

Staff:

Mrs. Sophia Serlis-McPhillips	-	Director
Mr. Ryan Gessner	-	Assistant Director
Mrs. Tracy LaStella	-	Assistant Director
Mr. James Matias	-	Assistant Director
Mrs. Christina Blount	-	Head of Business & Personnel

CALL TO ORDER

The meeting was called to order at 10:00 a.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 September 20, 2023.

Motion carried unanimously.

FINANCIAL AUDIT - FISCAL YEAR 2022/2023

A motion was made by Mrs. Schott, seconded by Mr. McMullin to accept the financial audit for fiscal year 2022/2023 prepared by the accounting firm of Nawrocki Smith, LLP.

Motion carried unanimously.

ROTH CONTRIBUTIONS

A motion was made by Mrs. Mitnick, seconded by Mr. McMullin to approve the acceptance of ROTH contributions for Library employees as per the SECURE 2.0 Act, effective January 1, 2024.

Motion carried unanimously.

FUND TRANSFER

A motion was made by Mrs. Schott, seconded by Mrs. Mitnick to increase the technology fund by \$150,000 and the capital fund by \$500,000 to be funded by the unreserved fund balance.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

COMPUTERS IN LIBRARIES 2024

Dennis Moran to attend the Computers in Libraries Conference in Arlington, VA on March 11 through March 14, 2024 at a cost not to exceed \$3,100.

Motion carried unanimously.

FOUNDATION FUNDS ACCEPTANCE

A motion was made by Mr. Hctor, seconded by Mr. McMullin to accept funds from the Middle Country Library Foundation for the following:

IMLS Grant – Family Place	\$ 3,500.00
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Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
September 29, 2023	\$ 274,857.98
October 13, 2023	\$ 278,930.70
monthly warrant:	
Warrant #3 dated September 29, 2023	\$ 39,424.86
Warrant #4 dated October 13 and 17, 2023	\$ 399,675.45

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. McMullin, seconded by Mrs. Mitnick to approve the Report of Personnel Changes dated September 30, 2023.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 10:28 a.m.