

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
March 20, 2024

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on March 20, 2024 at the Centereach Building.

Attendance was as follows:

Mrs. Lisa Mitnick	-	President
Mr. Ed McMullin	-	Vice-President
Mr. John Hoctor	-	Member
Mr. Ronald Harrington	-	Member
Mrs. Jacqueline 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 6:32 p.m. by Mrs. Mitnick.

APPROVAL OF AGENDA

A motion was made by Mr. Hoctor, seconded by Mrs. Schott, to approve the agenda for the March 20, 2024 board meeting.

Motion carried unanimously.

APPROVAL OF MINUTES

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, to approve the minutes of the board meeting held on February 21, 2024.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director discussed the Treasurer's position.

NYS ANNUAL REPORT 2023

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

NYS Annual Report for Public and Association Libraries 2023.

Motion carried unanimously.

BOARD OF REGISTRATION & ELECTION PERSONNEL

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

Board of Registration on Tuesday, April 2, 2024

Sara Calderone
Kim Cappisillo
Darlene Hartman
Andy Mendez
Regina Moloney

Board of Election on Tuesday, April 9, 2024

Christina Blount	Beth Finn
Janice Boscarino	Trish Hanlon
Sara Calderone	Darlene Hartman
Kim Cappisillo	Mary Ladd
Lois Casa	Elizabeth LaSala
Lynne Ceraso	Susan LaSelva
Joan Dio	Andy Mendez
Nicole DiSalvo	Mandy Miller
Maureen Dragos	Regina Moloney
Laura Eisenbraun	Linda Perro
MaryAnne Ellinger	Mary Pinga
Ann Farinacci	

Motion carried unanimously.

LANDSCAPING 2024

A motion was made by Mr. Hctor, seconded by Mr. Harrington, to accept the quote of Ram Landscape Maintenance Inc., as that of the lowest possible quote in the amount of \$26,625 for landscaping services at the Centereach and Selden buildings.

Motion carried unanimously.

CENTEREACH PAVING

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to accept the proposal from John McGowan & Sons in the amount of \$48,132.37, as per Northport-East Northport Union Free School District bid 21-117, for power sweeping, resurfacing,

and line striping the back lot and employee lot in Centereach.

Motion carried unanimously.

SELDEN PAVING

A motion was made by Mr. McMullin, seconded by Mrs. Mitnick, to accept the proposal from John McGowan & Sons in the amount of \$102,045.45, as per Northport-East Northport Union Free School District bid 21-117, for power sweeping, new pavement, and line striping the main parking lot in Selden.

Motion carried unanimously.

TECHNOLOGY FUND – HOSTED PHONE SERVICES

A motion was made by Mr. McMullin, seconded by Mr. Mitnick, to use the technology fund for the previously approved purchase of hosted phone licenses from PKA Technologies.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

FAMILY PLACE SITE VISIT

Kristen Todd-Wurm and Kaitlyn Gloster for a Family Place site visit to Davies County Library in Owensboro, KY from April 17-18, 2024 at a cost not to exceed \$3,150 funded by Family Place.

NYS LIBRARY ASSISTANT ASSOCIATION ANNUAL CONFERENCE

Patty Jackman to attend the NYS Library Assistant Association 43rd Annual Conference in White Plains, NY from June 6-7, 2024 at a cost not to exceed \$750.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
March 1, 2024	\$ 288,927.74
March 15, 2024	\$ 281,728.91
monthly warrant:	
Warrant #8 dated February 28, 2024	\$ 4,165.49

Warrant #9 dated March 1, 15 & 20, 2024

\$ 749,244.17

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 February 29, 2024.

Motion carried unanimously.

BUDGET INFORMATION MEETING

The budget information meeting was held at 7:00 p.m. No one from the public attended.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 7:10 p.m.