

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
January 15, 2025

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on January 15, 2025 at the Centereach Building.

Attendance was as follows:

Mrs. Lisa Mitnick	-	President
Mr. Edward McMullin	-	Vice-President
Mr. John Hoctor	-	Member
Mr. Ronald Harrington	-	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 6:15 p.m. by Mrs. Mitnick.

APPROVAL OF AGENDA

A motion was made by Mrs. Mitnick, seconded by Mr. McMullin, to approve the agenda for the January 15, 2025 board meeting.

Motion carried unanimously.

APPROVAL OF MINUTES

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to approve the minutes of the board meeting held on December 18, 2024.

Motion carried unanimously.

EXECUTIVE SESSION

A motion was made by Mrs. Mitnick, seconded by Mr. Harrington, that the Board move into executive session at 6:26 p.m. for matters of personnel.

Motion carried unanimously.

A motion was made by Mr. Harrington, seconded by Mrs. Mitnick, that the Board conclude executive session at 6:50 p.m.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director and the Board reviewed the draft of the proposed 2025/2026 budget.

ELEVATOR REPAIRS

A motion was made by Mr. McMullin, seconded by Mr. Hoctor, to accept the proposal from Dynasty Elevator Company to furnish and replace the power unit and hydraulic oil and dispose of old hydraulic oil for the employee elevator in Centereach, BOCES contract 2022-080-0331, at a cost of \$16,750.

Motion carried unanimously.

HVAC REPLACEMENT

A motion was made by Mrs. Mitnick, seconded by Mr. McMullin, to approve the quote from Island Industrial Boilers to furnish and replace HVAC rooftop unit 6 at the Centereach building in the amount of \$63,000 with a 17.5 ton gas heat/electric cool system, all materials and labor as per contract approved by the Board of Trustees on September 18, 2024.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

Sophia Serlis-McPhillips to attend the Public Library Leaders advisory board meeting in Phoenix, AZ from March 3-7, 2025, expenses to be reimbursed by EBSCO.

Elizabeth Malafi to attend Digipalooza in Cleveland, OH from August 12-14, 2025 at a cost not to exceed \$2000.

Christina Blount to attend the NY Government Financial Officer Association Annual Conference in Albany, NY from April 2-4, 2025 at a cost not to exceed \$1,350.

Motion carried unanimously.

OBSOLETE FURNITURE

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

- 2 Chairs
- 1 Cricut machine
- 1 Children's wooden stove
- 1 Brochure rack

Motion carried unanimously.

OBSOLETE EQUIPMENT

A motion was made by Mr. Harrington, seconded by Mr. McMullin, to remove from inventory the following equipment that is obsolete or incompatible with existing Library computer equipment and to either discard or offer the equipment to local community agencies.

Type	MCPL Tag	Model	Serial Number
Computer	10095	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MG
Computer	10096	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MH
Computer	10097	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MJ
Computer	10098	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MK
Computer	10099	HP EliteDesk 800 G3 Small Form Factor	ZUA72529ML
Computer	10100	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MM
Computer	10101	HP EliteDesk 800 G3 Small Form Factor	ZUA72529MN
Computer	10240	Dell Optiplex 7450 AIO	6QNG8M2
Computer	10241	Dell Optiplex 7450 AIO	6QPG8M2
Computer	10242	Dell Optiplex 7450 AIO	6QRG8M2
Computer	10243	Dell Optiplex 7450 AIO	6QN9BM2
Computer	10244	Dell Optiplex 7450 AIO	6QQCBM2
Computer	10245	Dell Optiplex 7450 AIO	6QPH8M2
Computer	10246	Dell Optiplex 7450 AIO	6QPJ8M2
Computer	10247	Dell Optiplex 7450 AIO	G9FCMN2
Computer	10248	Dell Optiplex 7450 AIO	6QRCBM2
Computer	10249	Dell Optiplex 7450 AIO	6QMK8M2
Computer	10251	Dell Optiplex 7450 AIO	6QQJ8M2
Computer	10252	Dell Optiplex 7450 AIO	6QPCBM2
Computer	10253	Dell Optiplex 7450 AIO	6QMG8M2
Computer	10254	Dell Optiplex 7450 AIO	6QNB8M2
Computer	10255	Dell Optiplex 7450 AIO	6QNJ8M2
Computer	10256	Dell Optiplex 7450 AIO	6QNCBM2
Computer	10257	Dell Optiplex 7450 AIO	6QQG8M2
Computer	10258	Dell Optiplex 7450 AIO	6QNH8M2
Computer	10259	Dell Optiplex 7450 AIO	6QQ9BM2
Computer	10260	Dell Optiplex 7450 AIO	6QRH8M2
Computer	10261	Dell Optiplex 7450 AIO	6QQK8M2
Computer	10262	Dell Optiplex 7450 AIO	6QNK8M2
Computer	10263	Dell Optiplex 7450 AIO	6QMJ8M2

Computer	10264	Dell Optiplex 7450 AIO	6QRBBM2
Computer	10265	Dell Optiplex 7450 AIO	6QPK8M2
Computer	10266	Dell Optiplex 7450 AIO	6QPBBM2
Computer	10267	Dell Optiplex 7450 AIO	6QR9BM2
Computer	10268	Dell Optiplex 7450 AIO	6QQBBM2
Computer	10269	Dell Optiplex 7450 AIO	6QMH8M2
Computer	10485	Promethean Activtable 46" Touch Table	
Computer	10678	Dell Optiplex 7450 AIO	FTM6RP2
Computer	10679	Dell Optiplex 7450 AIO	FTM5RP2
Computer	10684	Dell Optiplex 7450 AIO	FTM8RP2
Computer	10685	Dell Optiplex 7450 AIO	FTM7RP2
Computer	10686	HP EliteDesk 800 G3 SFF	2UA8261KB1
Computer	10687	HP EliteDesk 800 G3 SFF	2UA8261KB2
Computer	10688	HP EliteDesk 800 G3 SFF	2UA8261KB3
Computer	10689	HP EliteDesk 800 G3 SFF	2UA8261KB4
Computer	10690	HP EliteDesk 800 G3 SFF	2UA8261KB5
Computer	10691	HP EliteDesk 800 G3 SFF	2UA8261KB6
Computer	10692	HP EliteDesk 800 G3 SFF	2UA8261KB7
Computer	10694	HP EliteDesk 800 G3 SFF	2UA8261KB9
Computer	10695	HP EliteDesk 800 G3 SFF	2UA8261KBB
Computer	10696	HP EliteDesk 800 G3 SFF	2UA8261KBC
Computer	10697	HP EliteDesk 800 G3 SFF	2UA8261KBD
Computer	10698	HP EliteDesk 800 G3 SFF	2UA8261KBF
Computer	10699	HP EliteDesk 800 G3 SFF	2UA8261KBG
Computer	10700	HP EliteDesk 800 G3 SFF	2UA8261KBH
Computer	10701	HP EliteDesk 800 G3 SFF	2UA8261KBJ
Computer	10702	HP EliteDesk 800 G3 SFF	2UA8261KBK
Computer	10703	HP EliteDesk 800 G3 SFF	2UA8261KBL
Computer	10704	HP EliteDesk 800 G3 SFF	2UA8261KBM
Computer	10705	HP EliteDesk 800 G3 SFF	2UA8261KBN
Computer	10708	HP EliteDesk 800 G3 SFF	2UA8261KBR
Computer	10709	HP EliteDesk 800 G3 SFF	2UA8261KBS
Computer	11074	Azulle Quantum Access PC Stick	QA20180727452
Computer	11106	HP ProDesk 400 G6	MXL9374VMX
Computer	11107	HP ProDesk 400 G6	MXL9374VMY
Computer	11108	HP ProDesk 400 G6	MXL9374VMZ
Computer	11116	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4B
Computer	11117	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4C
Computer	11118	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4D
Computer	11120	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4G
Computer	11124	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4L
Computer	11134	HP ProDesk 400 G6 - 6EF24AV	MXL9401H4X
Computer	11146	HP ProDesk 400 G6 - 6EF24AV	MXL9401H59
Computer	11147	HP ProDesk 400 G6 - 6EF24AV	MXL9401H5B
Computer	11151	HP ProDesk 400 G6 - 6EF24AV	MXL9401H5G
Computer	11325	Apple mac Mini	H2WDV2MHQ6NV
Computer	11327	Intel NUC Mini PC - BOXNUC8i3BEH1	G6BE02200D8A
Computer	11328	Intel NUC Mini PC - BOXNUC8i3BEH1	G6BE02200DB0
Keyboard	8324	POS Keyboard W/Card Reader (021570 2951AL)	
Keyboard	8325	POS Keyboard W/Card Reader (021616 2951AL)	
Keyboard	8326	POS Keyboard W/Card Reader (021569 2951AL)	
Monitor	5610	Dell 1907FP UltraSharp	CN0DC32371618645BD26
Monitor	7651	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFQ
Monitor	7652	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC6

Monitor	7653	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC2
Monitor	7654	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFY
Monitor	7655	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFC
Monitor	7656	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NB5
Monitor	7657	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NDC
Monitor	7658	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NB9
Monitor	7659	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204N9K
Monitor	7660	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBC
Monitor	7662	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFL
Monitor	7663	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFT
Monitor	7664	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBH
Monitor	7665	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBK
Monitor	7666	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NCO
Monitor	7667	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBB
Monitor	7668	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBJ
Monitor	7669	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBD
Monitor	7670	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204N9R
Monitor	7671	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBQ
Monitor	7672	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204MVD
Monitor	7673	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFS
Monitor	7674	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBM
Monitor	7675	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC9
Monitor	7676	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC5
Monitor	7677	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC8
Monitor	7678	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NB8
Monitor	7679	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBF
Monitor	7680	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NB3
Monitor	7681	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBN
Monitor	7682	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBG
Monitor	7684	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NBL
Monitor	7685	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NFN
Monitor	7686	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NCB
Monitor	7687	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NDF
Monitor	7688	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NC7
Monitor	7689	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NCD
Monitor	7690	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ0204NB6
Monitor	8341	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVJG
Monitor	8342	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVJ9
Monitor	8343	HP LA2205WG Wide-Screen LCD - NM274AA	3Q220BVJ9
Monitor	8344	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVJN
Monitor	8345	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVKG
Monitor	8346	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVJM
Monitor	8347	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVHH
Monitor	8348	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVKK
Monitor	8349	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVHD
Monitor	8351	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVH6
Monitor	8352	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVKT
Monitor	8353	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVJT
Monitor	8354	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVHG
Monitor	8355	HP LA2205WG Wide-Screen LCD - NM274AA	3CQ220BVKL
Monitor	10712	HP ProDisplay P232 23 Monitor"	6CM8161VDH
Monitor	10713	HP ProDisplay P232 23 Monitor"	6CM8161VDK
Monitor	10714	HP ProDisplay P232 23 Monitor"	6CM8161VDP
Monitor	10715	HP ProDisplay P232 23 Monitor"	6CM8161VDQ

Monitor	10716	HP ProDisplay P232 23 Monitor"	6CM8161VDR
Monitor	10717	HP ProDisplay P232 23	6CM8161VDS
Monitor	10718	HP ProDisplay P232 23 Monitor"	6CM8161VDY
Monitor	10720	HP ProDisplay P232 23 Monitor"	6CM8161VF0
Monitor	10721	HP ProDisplay P232 23 Monitor"	6CM8161VF3
Monitor	10722	HP ProDisplay P232 23 Monitor"	6CM8161VF4
Monitor	10723	HP ProDisplay P232 23 Monitor"	6CM8161VF6
Monitor	10724	HP ProDisplay P232 23 Monitor"	6CM8161VHY
Monitor	10725	HP ProDisplay P232 23 Monitor"	6CM8161VMC
Monitor	10726	HP ProDisplay P232 23 Monitor"	6CM8161VMD
Monitor	10727	HP ProDisplay P232 23 Monitor"	6CM8161VSK
Monitor	10728	HP ProDisplay P232 23 Monitor"	6CM8161VSL
Monitor	10729	HP ProDisplay P232 23 Monitor"	6CM8161VSM
Monitor	10730	HP ProDisplay P232 23 Monitor"	6CM8161VSP
Monitor	10731	HP ProDisplay P232 23 Monitor"	6CM8161VSS
Monitor	10732	HP ProDisplay P232 23 Monitor"	6CM8161VST
Monitor	10733	HP ProDisplay P232 23 Monitor"	6CM8161VSV
Monitor	10734	HP ProDisplay P232 23 Monitor"	6CM8161VT1
Monitor	10735	HP ProDisplay P232 23 Monitor"	6CM8161VT2
Monitor	10736	HP ProDisplay P232 23 Monitor"	6CM8161VT3
Monitor	10737	HP ProDisplay P232 23 Monitor"	6CM8161VT5
Networking	2508	Unitrack Wire Mapping & Remote Locator Line Tester	38B413
Networking	7910	Wire Mapper Pro Model CA 7028 Lan Cable Tester	AEMC part 212782
Networking	8460	Brocade AP650 Wireless Access Point	BPJ2434H004
Networking	8461	Brocade AP650 Wireless Access Point	BPJ2434H007
Networking	8462	Brocade AP650 Wireless Access Point	BPJ2434H00H
Networking	8463	Brocade AP650 Wireless Access Point	BPJ2434H00V
Networking	8464	Brocade AP650 Wireless Access Point	BPJ2434H016
Networking	8465	Brocade AP650 Wireless Access Point	BPJ2434H01C
Networking	8466	Brocade AP650 Wireless Access Point	BPJ2434H01D
Networking	8467	Brocade AP650 Wireless Access Point	BPJ2434H01E
Networking	8468	Brocade AP650 Wireless Access Point	BPJ2434H01K
Networking	8469	Brocade AP650 Wireless Access Point	BPJ2434H01L
Networking	8470	Brocade AP650 Wireless Access Point	BPJ2434H01M
Networking	8471	Brocade AP650 Wireless Access Point	BPJ2434H01P
Networking	8472	Brocade AP650 Wireless Access Point	BPJ2434H01S
Networking	8473	Brocade AP650 Wireless Access Point	BPJ2434H01T
Networking	8474	Brocade AP650 Wireless Access Point	BPJ2434H060
Networking	8475	Brocade AP650 Wireless Access Point	BPJ2434H069
Networking	8476	Brocade AP650 Wireless Access Point	BPJ2434H06H
Networking	8477	Brocade AP650 Wireless Access Point	BPJ2434H06N
Networking	8478	Brocade Wireless Controller RFS4000	BPR2441H00D
Networking	9307	Sophos SG310 UTM Appliance Firewall / spam filter	S3000628F965181
Networking	9971	Cradlepoint IBR650NM	MM160436800282
Networking	11323	Sophos XG 310 Firewall	C320ABGXDY3KR73
Networking	N/A	Inseego USB8L 4G Modem	9.90018E+14
Tablet	9343	iPod Touch 16gb MGG32LL/A / S5085LL/A (Apple Care)	CCQP4A4XG22T
Tablet	9344	iPod Touch 16gb MGG32LL/A / S5085LL/A (Apple Care)	CCQP51T0G22T
Tablet	9383	Apple iPad Air2 Wi-Fi 16GB	DMPPQ0E9G5VJ
Tablet	9385	Apple iPad Air2 Wi-Fi 16GB	DMPPQ0GKG5VJ
Tablet	9606	iPod Touch (16 GB Silver) 6th Generation	X000UBb952T
Tablet	9607	DS8550 iPod/iPhone/iPad speaker dock	LM1C1148007509
Tablet	9820	Apple iPad Mini 4, 16 GB, WiFi - Personalized	F9FRXOEWGHK9
Tablet	9821	Apple iPad Mini 4, 16 GB, WiFi - Personalized	F9FRQ094GHKD

Tablet	9822	Apple iPad Mini 4, 16 GB, WiFi - Personalized	F9FRJ1PMGHKC
Tablet	10067	Apple iPad Air	DLXM4BPGFK10
Tablet	10077	Samsung Galaxy Tab S2 8.0 32GB"	R52J31NX0BK
Tablet	10078	Samsung Galaxy Tab S2 8.0 32GB"	R52J40GVT9T
Tablet	10079	Samsung Galaxy Tab S2 8.0 32GB"	R52J40GVTDB
Tablet	10080	Samsung Galaxy Tab S2 8.0 32GB"	R52J40GWA8D
Tablet	10081	Samsung Galaxy Tab S2 8.0 32GB"	R52J40WNG5K
Tablet	10082	Samsung Galaxy Tab S2 8.0 32GB"	R52J40X8ZHV
Tablet	10083	Samsung Galaxy Tab S2 8.0 32GB"	R52J40X8ZKX
Tablet	10084	Samsung Galaxy Tab S2 8.0 32GB"	R52J40X91WJ
Tablet	10085	Samsung Galaxy Tab S2 8.0 32GB"	R52J40X9JMY
Tablet	10086	Samsung Galaxy Tab S2 8.0 32GB"	R52J40XA1SZ

Motion carried unanimously.

FOUNDATION FUNDS ACCEPTANCE

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

Middle Country Library Foundation	
Family Center	\$ 7,000
Museum Corner	\$ 2,000
Nature Explorium	\$ 2,000
211 Long Island	\$15,000
Miller Business Center	\$ 2,000
Adult Literacy	\$ 2,500
Staff Appreciation	\$ 1,500

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:	
December 20, 2024	\$ 295,150.88
January 3, 2025	\$ 310,165.64
monthly warrant:	
Warrant #6 dated December 20, 2024	\$ 19,668.98
Warrant #7 dated January 3 & 15, 2025	\$ 384,230.01

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to approve the Report of Personnel Changes dated December 31, 2024.

Motion carried unanimously.

ADJOURNMENT

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

Motion carried unanimously.

Meeting adjourned at 7:06 p.m.

DRAFT