

MINUTES

OCPL Board of Trustees' Meeting

October 20, 2021

ZOOM Virtual Meeting

4:00 p.m.

ATTENDING

S. Edelstein	M. Mahar
L. Fetyko	B. Morgan-Baker
E. Kassis	T. Mulvey
J. Hurst-Wahl	C. Ondrako
E. Kochian	

ABSENT

S. Edelstein

ALSO PRESENT

C. Zabriskie	K. Hayduke	T. Williams
G. Cox	K. Lighton	A. Ali
R. Battelle	R. Maguire	A. Bernat
J. Bleich	D. Marmor	H. Matzel
M. Carter	V. Massulik	J. Milligan
L. Cox	A. Perrine	A. Travis
D. Dell	M. Roche	G. Wisniewski
R. Dunsmore	A. Schiavulli	

WELCOME

Ms. Hurst-Wahl called the meeting to order at 4:00 p.m.

CONSENT AGENDA

Ms. Fetyko moved the consent agenda, which includes the minutes from the September 15, 2021 meeting.

Mr. Kochian seconded; motion passed unanimously.
(Ms. Morgan Baker were not present at the time of the vote.)

**PRE-READS/
COMMENTS**

Ms. Hurst-Wahl inquired if there were any comments from the Board regarding any of the pre-reads they received.

The Board made the following comments:

Executive Director's Report:

Ms. Hurst-Wahl noted his report entailed items that would be considered as a work plan, long range plan, strategic plan and goals for 2022.

Mr. Zabriskie noted that the following topics would fall under as part of the library's long-range plan:

- Procedural changes
- Polaris
- Expanding our Wi-Fi reach
- Addressing some of the issues in our corporate culture
- Redesigning of staffing, especially with community facing staff
- Staff development and professional engagement

He also commented on his recent meeting with Salt City Market and the Red House and our potential partnerships with them including pop-up libraries in their locations.

Ms. Hurst-Wahl asked about the bookcase unit the library already owns for a pop-up library and is that what we are looking to do. Mr. Zabriskie stated that is something we can use now as an initial startup and expand from there with more portable units and the possibility of temporarily occupying empty downtown commercial spaces.

Ms. Mahar asked how something of this nature would be advertised. Mr. Zabriskie replied that putting a pop-up library where someone would see it such as the Salt City Market, The Redhouse and in Armory Square where people frequent would get the word out and get more people engaged in our libraries. Ms. Mahar replied a pop-up library is a wonderful idea especially for seniors and those who are new to the area and are not close to a library.

Ms. Hurst-Wahl inquired about our Polaris system. Mr. Zabriskie stated Polaris is a local company that is a pretty big player in the library industry and he would be happy to discuss in more detail the integrated library system (ILS) and their costs at a future meeting.

President's Report:

Trustees Training Series: Ms. Hurst-Wahl and Ms. Mahar are participating in a Trustees' Handbook Book Club that is a three-session workshop. Ms. Hurst-Wahl reviewed the 3 topics that were covered in the first session.

- 1) Current minimum standards now include having a long range plan.
- 2) Reviewing our board policies
- 3) Reviewing our by-laws

There was a brief discussion on how to best accomplish these tasks in the most efficient manner.

Ms. Mahar felt it was a great time to reinforce that as a trustee the mission we have in making sure we have equity, diversity and inclusion. We also act on behalf of what the community and library stands for, and the fiscal responsibilities we all have to the library.

OCSLD:

Congratulations to the Onondaga Free Library for receiving CLRC's Library of the Year Award.

Nikki Marquis from the Skaneateles Library will be receiving an award from NYLA (New York Library Association).

Member Services Report:

Plan of service was approved by New York State.

FOCL:

Jason Reynolds will be the next author in the Lecture Series on October 26th. Mr. Reynolds will be meeting with children from Dr. King Elementary School as well.

Mr. Kochian made the following comments:

- Thrilled that FOCL has brought back author visits to outside groups
- Jason Reynolds was just appointed for the 3rd year as the Library of Congress national representative for young people's literature.
- Rene Battelle did a wonderful write up in the FOCL program for Jason Reynolds Lecture.

DISCUSSION

Topic: Fine Free

Mr. Zabriskie spoke about the major change happening in libraries with going fine free. He explained that we have reached the point now where the only people being affected by having fines are those who can't afford to pay them. However, this doesn't remove a person from being responsible, since people are charged a fee if an item is lost. The amount of funds we receive from fines is not guaranteed revenue from year-to-year and does not have a great impact on our budget.

Mr. Zabriskie noted that this conversation has been brought up to the County Executive's office as well.

Ms. Hurst-Wahl inquired on how the Board like to proceed.

MOTION

Resolution 21-36

Ms. Fetyko made the following motion:

Resolved, that the OCPL Board accepts the recommendation of the executive director and will work with staff to develop a plan to eliminate fines for all patrons starting the first of the year 2022 for OCPL: City.

Ms. Morgan-Baker seconded, a discussion to follow.

The Board discussed the type of financial information they would like to review at the November meeting in order to move this forward with a bit more precision.

Mr. Kochian moved to table this motion until next month's meeting. Mr. Mulvey seconded, motion passed unanimously.

RESOLUTIONS

Resolution: 21-34

Mr. Mulvey moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the 2022 Legal Holiday Calendar as proclaimed by County Executive J. Ryan McMahon II to be observed in accordance with present Federal and New York State Law and Library Closings as follows:

New Year's Day	Friday	December 31 (Observed)
Martin Luther King	Monday	January 17
Lincoln's Birthday*	Friday	February 11
Washington's Birthday	Monday	February 21
Memorial Day	Monday	May 30
Juneteenth	Monday	June 20 (Observed)
Independence Day	Monday	July 4
Labor Day	Monday	September 5
Columbus Day*	Monday	October 10
Veteran's Day	Friday	November 11
Thanksgiving Day	Thursday	November 24
Day After Thanksgiving	Friday	November 25
Christmas Day	Monday	December 26 (Observed)

*Lincoln's Birthday and Columbus Day will be observed as floating holidays for all non-institutional personnel. All county departments that are scheduled to be open on February 11 will remain open for business as well as on Monday, October 10.

Library Closings

Saturdays

January 1 New Year's Day
May 28 Memorial Day Weekend
September 3 Labor Day Weekend
December 24 Christmas Eve

Sundays

April 17 Easter
May 29 Mem. Day Weekend
June 19, 26 Summer
July 3, 10, 17, 24, 31 Summer
August 7, 14, 21, 28 Summer
September 4 Labor Day Weekend
December 25 Christmas Day

Evenings (facilities close at 5 p.m.)

Wednesday, November 23 Thanksgiving Eve

Other

Friday, May 6

Staff Development Day

Ms. Ondrako seconded; motion passed unanimously.

Resolution: 21-35

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves to accept the Memorandum of Understanding as their role as a Board for the OCPL: System.

Ms. Morgan-Baker seconded; motion passed unanimously.
(Ms. Fetyko was not present at the time of the vote.)

OTHER

Ossie Golden Award/Step Up Awards:

Mr. Kochian inquired about an update status of the Ossie Golden Award. Mr. Zabriskie commented that administration discussed this and are taking some time to see if they could expand on it or develop other awards for staff. This led into the discussion on how the Step Up Awards were created in 2014 to cover other types of accolades for staff that didn't fit under the guidelines of the Ossie Golden Award. The Ossie Golden Award has been presented in April during National Library Week. Background information on both awards will be sent to the Board for their review.

Board's 990 form

Ms. Ondrako mentioned if there are no questions regarding the 990 form that was sent previously to the board for their review, she will plan on filing it next week.

The Board thanked Ms. Ondrako and her workplace for taking care of this for the board.

ADJOURNMENT

Mr. Kochian moved to adjourn the meeting. Ms. Morgan-Baker seconded.

Ms. Hurst-Wahl adjourned the meeting at 5:12 p.m.

Respectively Submitted,

Gail M. Cox
Administrative Assistant

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Beauchamp Branch * Betts Branch * Hazard Branch * Mundy Branch
Paine Branch * Petit Branch * Soule Branch * White Branch