

MINUTES

OCPL Board of Trustees' Meeting
November 19, 2025
Central Library, Board Room
4:00 p.m.

**ATTENDING
(In-Person)**

M. Bilbo Coughlin	J. Hurst-Wahl
L. Dyer	E. Kochian
S. Edelstein	M. Mahar
E. Gonzalez	T. Mulvey

**ATTENDING
(Zoom)**

B. Lane

ABSENT

D. Dixie	E. James Mbuqe
----------	----------------

ALSO PRESENT

M. Carter	A. Perrine
D. Dell	S. Rorer
R. Gilbert	S. Tucker
C. Goldstein	Y. Williams
V. Massulik	

WELCOME

Mr. Edelstein called the meeting to order at 4:01p.m.

PUBLIC COMMENT

No Public Comment

CONSENT AGENDA

Mr. Kochian moved the consent agenda, which includes the minutes from the October 15, 2025 meeting.

Ms. Bilbo Coughlin seconded; motion passed unanimously.

PRESENTATION

More Than Just Books – Yona Williams

Ms. Williams gave a very informative presentation on the More Than Just Books approach the Communications and Outreach departments have taken to bring more people into the library. It was first adopted by our Communications Director, Tom Walters. He started a segment on

Channel 3 called More Than Just Books which highlights events at the different libraries and unique programs. Some highlights have included Chess Club, Lego Club, Syracuse Reading Runway, Memory Cafes, and Food Banks. Ms. Williams acknowledged our Social Media Specialist, Colette Goldstein. She explained that we are also promoting More Than Just Books through video content as well. The Communication department has created fliers and graphics to help convey the resources the libraries have to offer. Ms. Williams also talked about the outreach tabling events and library presentations they do. They are currently working on fliers that will target specific demographic groups. One of these groups is formerly incarcerated individuals. Ms. Williams created a More Than Just Books flier specifically for them. Ms. Perrine mentioned it had been shared with the NYS Library, who was so impressed they are now promoting it. A template has been created for all libraries within the state which features “created by Yona Williams at OCPL” on it. The NYS library is now sharing it with other libraries and public systems. Ms. Perrine explained that it’s a way to reach a population that is not often considered. Ms. Williams passed out some brochures and stickers for the Board members as well as answered any questions they had.

DISCUSSION

Executive Director Updates

Ms. Perrine gave her report as well as updates on items she is focusing on. She has started a new format for her Board Reports which is focused on essential information for the Board. She explained that the first page is set up in quadrants and is the main focus of the report.

- System – Attended CLRC annual meeting last month. Was on the keynote panel on Resiliency in Libraries. Met some great people and is currently working on some ideas. White Branch gave a presentation about an art project they did with kids on the Northside. Ms. Hurst-Wahl also presented.
- City – Invited to go to SU’s Thursday Morning Roundtable called Launching the Conversation: Exploring What We Call Home dealing with homelessness in Syracuse. Brought back ideas to staff.
- Community Partnerships & Outreach – What’s happening in the community/outreach. Outreach statistics are listed as well.
- Forthcoming – NYS is updating their minimum standards policies. Will be working with Ms. Hurst-Wahl and Ms. Bilbo Coughlin on policies. A list of these new policies that will be required of all public libraries as of Dec. 31, 2026, have been given to the Board members. Libraries must be in compliance, or it could effect their state aid.
 - CLRC Legislative Breakfast – Dec. 5th at OCC. Ms. Perrine invited the Board members.
 - Translations Needs at OCPL – We have a huge immigrant population. May need Board Funding. Looking into working with other County Departments.
 - Web Presence – Will have an app and discovery layer early next year. We should have a new website by Summer. Ms. Perrine asked for the Board’s thoughts on the focus of the new website, just City or System (all 32

libraries). These will be discussed at the next Board meeting.

- Staff Survey- Look at staff morale, training needs. Let Ms. Perrine know if there are specific things the Board would like to include in the survey. This will be discussed next month. The surveys will go out in January 2026.

Board President Updates

Mr. Edelstein gave some highlights on his report. There was discussion on Board member terms and reappointments as well as the County Board appointment process. He felt the Board needs to convey to the County Executive the specific skill sets they are looking for in potential Board members.

Slate of Officers – Spoke about the proposed slate of officers. These are listed in the report as agreed upon so far. If any Board members are interested in being an officer let Mr. Edelstein know. These will be voted on next month. Ms. Lane inquired about the role of the Secretary. Mr. Edelstein explained how it was defined at this time.

FOCL Updates

Ms. Tucker spoke about things happening with FOCL.

- Percival Everett’s lecture was in October. It went well. The audience was great. There was an outreach event at OCC. He spoke at some of their creative writing classes.
- Next lecture: Liz Moore – Nov. 25, 2025. She is going to Solvay High School to meet with their creative writing students during their lunch period
- March 10, 2026 Lecture: Natasha Alford. She is a Nottingham High School alumnus. Her outreach will be at Nottingham High School.
- Annual Appeal – 1st week in December. Will also be bringing back the Pick 2 ticket promotion for the holiday season.

RESOLUTIONS

Resolution: 25-47

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the 2026 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	Thursday	January 1
Martin Luther King	Monday	January 19
Lincoln’s Birthday*	Thursday	February 12
Washington’s Birthday	Monday	February 16
Memorial Day	Monday	May 25
Juneteenth	Friday	June 19
Independence Day	Friday	July 3

Labor Day	Monday	September 7
Columbus Day*	Monday	October 12
Veteran's Day	Wednesday	November 11
Thanksgiving Day	Thursday	November 26
Day After Thanksgiving	Friday	November 27
Christmas Day	Friday	December 25

*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 12 will remain open for business as well as on Monday, October 12.

Library Closings

Saturdays

May 23 Memorial Day Weekend
 July 4 July 4th Weekend
 September 5 Labor Day Weekend
 December 26 Christmas Weekend

Sundays

April 5 Easter
 May 24 Mem. Day Weekend
 June 14, 21, 28 Summer
 July 5, 12, 19, 26 Summer
 August 2, 9, 16, 23, 30 Summer
 September 6 Labor Day Weekend
 December 27 Christmas Weekend

Evenings (facilities close at 5 p.m.)

Wednesday, November 25 Thanksgiving Eve
 Thursday, December 24 Christmas Eve
 Thursday, December 31 New Year's Eve

Other

Friday, May 1 Staff Development Day

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution: 25-48

Ms. Dyer moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the revised OCPL Work Attire Guidelines Policy.

A short discussion followed.

Mr. Kochian seconded; motion passed unanimously.

Resolution: 25-49

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission for a TNT Special Project Grant. The budget will be \$500. If awarded, funds will be used to purchase 3 gardening kits for circulation at Paine Branch Library. This is part of a new multi-branch initiative in partnership with OCRRA and SU to circulate tool kits to our communities.

Ms. Perrine gave some background on the grant.

Mr. Gonzalez seconded; motion passed unanimously.

Resolution: 25-50

Ms. Hurst-Wahl moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for a CLRC Access and Digitization Grant at Paine Branch Library. The budget will be \$2125. If awarded, the funds will be used to digitize the Eastwood High School yearbooks and the Good News newsletter and make them available online through the New York Heritage Digital Collections website.

Ms. Bilbo Coughlin seconded; motion passed unanimously.

Resolution: 25-51

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant that Beauchamp Branch Library is submitting for the Syracuse Community Connections Library. The budget will be \$2500. If awarded, the funds will go towards enhancing literacy resources at the SCC Satellite Library for children and adults.

Ms. Perrine gave some background on the grant.

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution: 25-52

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant for KidSpace at Central Library. The budget will be \$1380. If awarded, the funds will go towards replacing chairs, broken furniture and a rug.

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution 25-53

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant for Paine Branch Library. The budget will be \$500. If awarded, the funds will go towards creative workshops at the Eastwood Heights Senior Residence.

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution 25-54

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant for outreach for Petit

Branch Library in the amount of \$650. If awarded, the funds will go towards purchasing an OCPL-branded table cover, a soft side roller tote for transporting materials, and a Cricut machine for creating displays to support their outreach programming.

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution 25-55

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant for outreach for Soule Branch Library. The budget will be \$700. If awarded, the funds will go towards buying supplies to support Soule's growing outreach activities.

Ms. Hurst-Wahl seconded; motion passed unanimously.

Resolution 25-56

Ms. Bilbo Coughlin moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application for an OCPL Literacy Mini-Grant for outreach for White Branch Library. The budget will be \$1000. If awarded, the funds will go towards a button maker and more food for the White Branch Discovery Kitchen.

Ms. Hurst-Wahl seconded; motion passed unanimously.

MOTION

EXECUTIVE SESSION

Ms. Dyer made the following motion:

Resolution 25-57

Be it Resolved, that per Section 105 of the Public Officers Law, this board shall now move into executive session for the purpose of discussing the employment history of a particular person. Attendance at this executive session will also include non-board member Amanda Perrine.

Ms. Hurst-Wahl seconded; motion passed unanimously.

The Board entered executive session at 5:10 p.m.

No actions were taken during the Executive Session.

Ms. Dyer left at 5:25 p.m.

At 5:30 p.m. Ms. Bilbo Coughlin made a motion to leave Executive Session. Mr. Gonzalez seconded: motion passed unanimously.

The Board reconvened open session.

ADJOURNMENT

Mr. Kochian moved to adjourn the meeting. Mr. Mulvey seconded.

Mr. Edelstein adjourned the meeting at 5:31 p.m.

Respectively Submitted,

Sharon Rorer
Administrative Assistant

Central Library located at 447 South Salina Street, Syracuse, NY 13202-2494
Phone 315-435-1900 Fax 315-435-8533 www.onlib.org Amanda Perrine, Executive Director

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