

Onondaga County Public
*** Libraries**

Learn * Explore * Create

MINUTES

OCPL Board of Trustees' Meeting

November 17, 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	

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. Ondrako moved the consent agenda, which includes the minutes from the October 20, 2021 meeting.

Ms. Kassis seconded; motion passed unanimously.
(Ms. Fetyko was 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

- Auto Renewal: Mr. Kochian inquired about the auto renewal feature in Polaris. It was explained that if an item is not being held it can be auto renewed.
- Creating a Culture of Curiosity: Ms. Hurst-Wahl asked Mr. Zabriskie to expand on this from his report.

Mr. Zabriskie explained his thoughts on creating an organizational culture that values intellectual play and shared creative problem solving. Encouraging a safe space for failure will be a big part of this as well as breaking down organizational silos.

For instance:

- Trying to give others the space and grace to try new and different things
- New generational work and work expectations we are encountering now as we start to move forward
- Reviewing lot of things on corporate culture and the various cycles we are on now so we can get some of those things to crest on resolution
- As part of the strategic planning conversation, having a plan B

These are some of the things that he would like to build conversations around to get the momentum going again.

- Ms. Hurst-Wahl recognized the items that Mr. Zabriskie has been reviewing and acknowledges that updating is needed with many of them.
- Member/Branch Visits: Mr. Zabriskie has finished touring of all the member and branch libraries and will resume the process again

President's Report

- NYLA's 2021 Mary Bobinski Innovative Library Director Award: Ms. Hurst-Wahl's and Mr. Zabriskie's reports recognized Nickie Marquis in receiving this distinguished award.
- NYLA Conference Takeaways: Ms. Hurst-Wahl stated she is beginning to write up her notes from the sessions she attended. She mentioned that most of the items the Board is focusing on is what was touched upon at the sessions she attended.

Mr. Zabriskie mentioned he attended sessions on consensus building and security that he really got a lot out of them. He mentioned:

- County's Diversity Initiatives: Would like the library to tie into theirs since they are already in place and to make use of those resources of those resources
- Administrative Diversity Intern: Would like to see something of this nature happen to work largely out of the administrative area to gain more exposure to the decision-making side of the organization.

It was mentioned the NYLA virtual sessions were recorded and made available, but only to those who registered for the conference and the in-person sessions were not recorded.

Mr. Zabriskie and Ms. Hurst-Wahl acknowledged staff from OCPL and the many other library systems from across the county who stepped in to help with the registration desk and local arrangement desk at the conference. They also commended Ms. Travis, Ms. Van Patten and CLRC for all their efforts to make this conference a success.

Slate of Officers

Ms. Hurst-Wahl presented the 2022 Slate of Officers for vote at the December meeting as follows:

- President – Jill Hurst-Wahl
- Vice President – Sam Edelstein
- Treasurer- Christina Ondrako
- Secretary- still looking to fill this spot as of today

OCSLD Report:

- Ms. Travis confirmed that NYLA will be holding their annual conference again in Syracuse in 2023 and possibly 2024.
- Mr. Edelstein thanked everyone for all the work they are doing within all the libraries and appreciate the updates
- Inquiry on attendance and statistical data requested for sharing with County Executive
 - 360 registered for in-person conference
 - 500 hotel rooms were booked, which included attendees, vendors and speakers
 - Suggestion was made to gather information from attendees on their experiences and visit to the area

Member Services Report

- Delivery is back to a 5 day schedule
- All the libraries are meeting the minimum standard requirements for library hours

City Branches' Reports

- LEAP: Web based version of Polaris
- ZOOM Closed Captioning: will look into seeing if we can acquire this feature
- Meeting Room Spaces: Currently beginning to use again for library purposes on a location and case-by-case basis, and are having continued conversations on when to open for community use.

Library Operations Report

- Incident Reports Definitions: OCPL security committee created the categories for the table that is used for the incident reports and more than one category can be used in the same report
 - Definitions will be provided for the Board's reference

- October is when the new definitions went into full use, so there may be a uptick in some categories than in previous months

FOCL

Fall Season: all the authors were very well received. The spring series will begin in March.

DISCUSSION

Topic: Fines Free

Ms. Maguire and Ms. Hayduke gave a presentation on this topic at the 2017 NYLA conference and shared it with the Board.

- Fines present a negative interaction with the patrons
- Many libraries are moving toward this fine free model
- Other library systems have seen an increase in returned items once they went fine free
- ALA's recommendation back in 2019
- They receive a lot of positive feedback from staff

Discussion followed with inquires on the logistics of this when not every library in our system is fine free.

- Clear messaging to patrons
- Fines run by the ownership of the library materials, not by the lending location of the item
- Stats: Inquiry on how to evaluate this? Reports from Polaris can be pulled periodically to assess this every 3 months.

Resolution 21-36
(tabled from last month)

Mr. Kochian 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.

Mr. Mulvey seconded, a brief discussion followed. Mr. Mulvey suggested the library promote a patron's story on the positive impact this has had for them. The motion passed unanimously.

STAFF PRESENTATIONS

Library Operations Presentation

Ms. Maguire spoke about the scope of her new position as the Administrator for Library Operations.

- Has worked for OCPL for 16 years, but in this position for 3 months
- In charge of maintaining the facilities and security of OCPL: City
- Handles NYS construction grants for OCPL: City
- Visiting the branches to meet with the managers to review the physical plans of their location and the improvements they feel are needed
- Supports front line staff with facility and security issues and keeps

- the line of communication open with all involved
- Works closely with the security firm for the OCPL: City
 - Liaises with other administrators
 - Makes connections with vested stakeholders
 - Learning a lot with the help of all her colleagues within her various administrator responsibilities, including how the budget works

RESOLUTIONS

Resolution: 21-37

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees accepts the grant funds of \$10,000 from the M & T Charitable Foundation to support the 2022 Summer Learning Program.

Ms. Kassis seconded; motion passed unanimously.
(Ms. Ondrako was not present at the time of the vote.)

OTHER

Board Branch Liaison: A comment was made regarding having Board members act as liaisons to the OCPL: City branches. This needs further discussion.

EXECUTIVE SESSION

Mr. Edelstein made the following motion:

Be it Resolved, that per Section 105 of the Public Officers Law, this board shall now move into executive session for purpose of discussing the employment history of a particular person.

Mr. Kochian seconded, motion passed unanimously.
(Ms. Ondrako was not present at the time of the vote.)

Board entered executive session at 5:11 pm. No action taken.
At 6:07, Mr. Edelstein made the motion to leave executive session.
Mr. Mulvey seconded, motion passed unanimously.
(Ms. Ondrako was not present at the time of the vote.)
Board reconvened open session.

ADJOURNMENT

Mr. Kochian moved to adjourn the meeting. Mr. Mulvey seconded.
Ms. Hurst-Wahl adjourned the meeting at 6:08 p.m.

Respectively Submitted,

Gail M. Cox
Administrative Assistant