

## MINUTES

OCPL Board of Trustees' Meeting  
December 17, 2025  
Central Library, Board Room  
4:00 p.m.

### ATTENDING

M. Bilbo Coughlin	E. James Mbuqe
L. Dyer	E. Kochian
S. Edelstein	B. Lane
E. Gonzalez	T. Mulvey
J. Hurst-Wahl	

### ABSENT

D. Dixie	M. Mahar
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### ALSO PRESENT

R. Battelle	V. Massulik
M. Carter	A. Perrine
E. Cassidy	S. Rorer
D. Dell	A. Schiavulli
R. Gilbert	S. Tucker
S. Lipkowitz	

### WELCOME

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

### PUBLIC COMMENT

No Public Comment

### CONSENT AGENDA

Mr. Kochian moved the consent agenda, which includes the minutes from the November 19, 2025 meeting.

Ms. Lane seconded; motion passed unanimously.

### PRESENTATION

#### Website Redesign – Dr. Dane Dell

Dr. Dell gave a very informative presentation on the progress of the OCPL web redesign. Considerations in this process included narratives from staff as well as patrons. Data from web analysis was studied which helped determine strategies to reach goals. One such goal was aligning with the strategic plan which would promote literacy, ensure equitable access for all patrons as well as establish and strengthen partnerships. Dr. Dell also talked about the vendor selection process as well as the project

and plan timeline. He estimated the web launch date to be around June 2026. Dr. Dell acknowledged Ms. Massulik, OCPL's Digital Services Librarian, as well as the Website Committee, for all their hard work. A short discussion followed and Dr. Dell answered questions the Board had.

## DISCUSSION

### Executive Director Updates

Mr. Edelstein asked the Board to read through Ms. Perrine's report. Ms. Perrine gave some highlights from the Community Partnership and Outreach section of her report. OCPL has a new partnership with Early Childhood Alliance working on Food Insecurity Projects. ECA has purchased food, snacks, and hygiene products and delivered them to the libraries. Our Mundy and White branches have especially benefited from this program. Ms. Perrine meets monthly with the Executive Director of the Early Childhood Alliance and feels this is an amazing partnership.

Ms. Perrine invited the Board to look at OCPL's beautiful Winter Wonderland window. OCPL won first place 2 years ago and is hopeful this year. She encouraged them to scan the QR code and vote.

Mr. Edelstein reminded the Board to send in possible questions for the Staff survey.

Ms. Perrine gave some brief updates on the Petit Community room project. A short discussion followed.

Ms. Perrine encouraged the Board to watch The Librarians documentary. For more information see the website <https://thelibrariansfilm.com>.

### Board President Updates

Mr. Edelstein talked about goals for 2026.

- High Level Board Priorities
  - Strategic Plan Implementation & Oversight
  - Policy Review & AI/Technology Policy
  - Website Communications Alignment
  - Financial Stewardship & Trustee Funds Oversight
  - Pilot Funding & Budget Requests
  - Government Relations & Advocacy
  - Friends/FOCL Relationship
- Committees
  - Executive Committee
  - Finance Committee
  - Policy Committee
  - Government Relations Committee
- Q1 Committee Charges

A discussion followed.

**MOTION***Resolution:25-63*

Ms. Lane moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the following Board priorities for 2026: Strategic Plan Implementation & Oversight, Policy Review & AI/Technology Policy, Website Communications Alignment, Financial Stewardship & Trustee Oversight, Pilot Funding & Budget Requests, Government Relations & Advocacy, Friends/FOCL Relationship.

Mr. Gonzalez seconded; motion passed with one abstention.

**MOTION***Resolution:25-64*

Ms. Dyer moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the following Committee Memberships for 2026: Executive Committee: Sam Edelstein (President), Mary Bilbo Coughlin (Vice President), Tim Mulvey (Secretary), Brianah Lane (Treasurer), Jill Hurst-Wahl (Past President). Finance Committee: Brianah Lane (Chair), Tim Mulvey (Member), Jill Hurst-Wahl (Member). Policy Committee: Mary Bilbo Coughlin (Chair), Jill Hurst-Wahl (Member), Ellen Mbuqe (Member). Government Relations Committee: Ed Kochian (Member), Svetlana Dyer (Member), Esteban Gonzalez (Member), Ellen Mbuqe (Member).

A short discussion followed.

Ms. Lane seconded; motion passed unanimously

**MOTION***Resolution:25-65*

Mr. Gonzalez moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the Quarter 1 (January-March) Committee Charges for 2026.

A short discussion followed.

Ms. Bilbo Coughlin seconded; motion passed with one abstention.

FOCL Updates

Ms. Tucker gave some updates happening with FOCL. The most recent author lecture in November, Liz Moore went well. As part of her community outreach event, she went to Solvay High School where she was very well received. The next author lecture is in March, Natasha Alford. A campaign is in process to bring 200 Nottingham students to her event. Ms. Tucker would like to do this on a more consistent basis for all the author lectures.

The Annual Appeal went out. Ms. Tucker directed the Board to the FOCL website where donations can be made for specific campaigns or general

giving.

There will also be a Love your Libraries charity event coming up in February.

**Artificial Intelligence Use Policy – 1<sup>st</sup> Consideration**

Ms. Perrine gave some background on the policy. It was created by the OCPL AI Policy Workgroup. Erin Cassidy, in attendance, from NOPL at Brewerton, chairs the committee. Scott Lipkowitz, Assistant Director at Onondaga Free Library also serves on the committee and was in attendance as well. Ms. Perrine explained that we are one of the first libraries to have a policy like this and have been very early adopters of AI. Ms. Perrine is hoping this policy will be system wide. The first vote for the Board would be for the city. Next, she will ask the suburban boards to vote on it. Then it would come back to the Board for a vote as an official system policy. A short discussion followed regarding defining terms and public vs. private AI. Any comments or suggestions should be sent to Mr. Edelstein.

## **RESOLUTIONS**

*Resolution: 25-58*

Mr. Kochian moved the following resolution:

**Resolved**, That the OCPL Board of Trustees elects Sam Edelstein to the office of President; Mary Bilbo Coughlin to the office of Vice-President; Tim Mulvey to the office of Secretary; and Brianah Lane to the office of Treasurer of OCPL Board of Trustees for the year 2026.

Ms. Hurst-Wahl seconded; motion passed unanimously.

*Resolution: 25-59*

Mr. Kochian moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the following expenditures from the Unrestricted Board Designated Fund for fiscal year 2026:

- Up to \$920 for 2025/2026 CenterState CEO membership;
- \$60 for 2026 NY Council of Nonprofits, Inc. (NYCON) membership;
- \$3,388 for the 2026 excelsior membership to the New York Alliance of Library Systems (NYALS) to provide enhanced collaborative advocacy at the state-level for NY's 72 library systems;
- \$750 for the 2026 Ossie Golden/Trustees' Award (\$500 for one recipient or divided equally among multiple recipients) and reception (\$250);
- \$8000 for the Executive Director's Discretionary Account; and

- \$300 for Retirement/Service Awards;

**Total: \$13,418**

Ms. Bilbo Coughlin seconded; a discussion followed. The Board decided to table the CenterState CEO membership until a later date.

## **MOTION**

*Resolution:25-59*

Mr. Mulvey moved the following amended resolution:

**Resolved**, That the OCPL Board of Trustees approves the following expenditures from the Unrestricted Board Designated Fund for fiscal year 2026:

- \$60 for 2026 NY Council of Nonprofits, Inc. (NYCON) membership;
- \$3,388 for the 2026 excelsior membership to the New York Alliance of Library Systems (NYALS) to provide enhanced collaborative advocacy at the state-level for NY's 72 library systems;
- \$750 for the 2026 Ossie Golden/Trustees' Award (\$500 for one recipient or divided equally among multiple recipients) and reception (\$250);
- \$8000 for the Executive Director's Discretionary Account; and
- \$300 for Retirement/Service Awards;

**Total: \$12,498**

A short discussion followed.

Ms. Hurst-Wahl seconded; motion passed unanimously.

*Resolution: 25-60*

Ms. Bilbo Coughlin moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the following expenditure from funds previously donated by FOCL and held in the Unrestricted Board Designated Fund for fiscal year 2026:

Up to \$8,000 to cover the expenses for location rental, refreshments and speakers for 2025 Staff Development Day expenditures.

A short discussion followed.

Mr. Kochian seconded; motion passed unanimously.

*Resolution: 25-61*

Ms. Lane moved the following resolution:

**Resolved**, That the OCPL Board of Trustees accepts the grant funds of \$15,000 from the M & T Charitable Foundation to support the 2026 Summer Learning Program.

A short discussion followed.

Ms. Dyer seconded; motion passed unanimously.

*Resolution: 25-62*

Ms. Hurst-Wahl moved the following resolution:

**Resolved**, That the OCPL Board of Trustees accepts the grant funds of \$1,500 from CLRC for a Catalyst Grant for Mundy Branch to support the new outreach program with Huntington Family Center.

Mr. Kochian seconded; motion passed unanimously.

## **ADJOURNMENT**

Ms. Lane moved to adjourn the meeting. Ms. Bilbo Coughlin seconded.

Mr. Edelstein adjourned the meeting at 5:33 p.m.

Respectively Submitted,

Sharon Rorer  
Administrative Assistant

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Phone 315-435-1900 Fax 315-435-8533 [www.onlib.org](http://www.onlib.org) Amanda Perrine, Executive Director

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