

MINUTES  
**OCPL BOARD OF TRUSTEES' MEETING**

December 12, 2018  
Central Library, Board Room  
4:00 p.m.

**ATTENDING**

V. Biesiada	R. Manning
T. Dodge	D. Stack
J. Hurst-Wahl	M. Treier
E. Kochian	M. Tucci

**ABSENT**

R. Engel	C. Ondrako
B. Morgan-Baker	

**ALSO PRESENT**

J. Park	D. Dell
G. Cox	D. Marmor
D. Buckingham	B. Maguire
M. Carter	K. Whitney
K. Coffta	S. Kushner
R. Dunsmore	J. Brooks

**WELCOME**

Mr. Kochian called the meeting to order at 4:05 p.m.

**CONSENT AGENDA**

Mr. Manning moved the consent agenda, which includes the minutes from the November 14, 2018 meeting.  
Ms. Tucci seconded, the motion carried unanimously.  
(Ms. Stack and Ms. Treier was not present at the time of this vote.)

**PRESENTATION**

Communications: Ms. Coffta gave a PowerPoint presentation showing all the services OCPL provides to the various communities which will be on all our social media including our website and Central's TVs. Ms. Luddy and Ms. Coffta also put together a holiday themed PowerPoint showing all things you can get for free with a library card and the many things one can do for free within libraries.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Park reviewed her report to the Board.  
She covered the following topics:

- 2020 Census: She attended a meeting on this, which included the County Executive's Office, the Mayor and the Governor's Office. NYLA has already put in an application asking for forty million dollars for libraries. She sees the library as a great partner in this since we already have an internet security level to secure the privacy needed and have our own server.

- Server: some of the features on the server are not working and we are still working on getting them up and running.
  - New Sound and Projection System: installed in the Community room by Visual technologies.
- Personnel: Administrative Intern: Ms. Biesiada inquired on where we with this position. Ms. Park explained why the process has been taking so long and hopes to get it resolved soon, so they can move forward with the interviewing and hiring process.

**ACTION/DISCUSSION**

*Resolution: 18-35*

**Action Items**

Ms. Biesiada moved the following resolution:

**Resolved**, That the OCPL Board of Trustees elects Edward Kochian to the office of President; Rich Engel to the office of Vice-President; Bob Manning to the office of Secretary; and Christina Ondrako to the office of Treasurer of OCPL Board of Trustees for the year 2019.

Ms. Hurst-Wahl seconded, the motion carried unanimously.

*Resolution: 18-36*

Mr. Dodge moved the following resolution:

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

\$525 for the 2019 membership to LTA (Library Trustees Association);

\$5,000 for the Executive Director’s Travel, Training, and Meeting Account;

\$6,000 to support staff attendance at conferences and workshops;

\$4,000 to the Director’s Community Relations Account;

\$2,000 to the Meals and Refreshment Account;

\$450.00 for the 2018/2019 CenterState CEO membership;

\$1,697 for the 2019 excelsior membership to the New York Alliance of Library Systems (NYALS) to provide enhanced collaborative advocacy for library systems at the State level;

\$150.00 for Cathedral Square Neighborhood Assoc. membership;

\$2,500 for the 2019 NYLA organizational membership;

\$60.00 for 2019 NYCON membership; and

Up to \$750.00 to cover the expenses for refreshments and speakers for 2019 Staff Development Day.

Mr. Manning seconded, the motion carried unanimously.

*Motion*

*Resolution: 18-37*

Mr. Dodge made the following motion:

**Whereas**, William Fisher, known to most of us as Bill, served honorably as a Trustee of the Onondaga County Public Library beginning in February 2008 until June 2009; and

**Whereas**, in late June 2009 as Deputy County Executive, Bill worked diligently to oversee the renovation of the Robert P. Kinchen Central Library, which the renovation included the creation of a Makerspace and a transformation of the children's area to include an interactive early literacy play space, READYtown; and

**Whereas**, Bill continued working as a liaison to the Onondaga County Public Library and the Board of Trustees; and therefore, be it

**Resolved**, that the OCPL Board of Trustees commends and thanks Bill Fisher for his leadership and stewardship of the Onondaga County Public Library System.

Ms. Biesiada seconded, the motion carried unanimously.

#### **Discussion Items**

- 1) Security Update Information: Ms. Whitney reviewed her incident report handout with the Board. There was discussion regarding staff concerns, types of incidents, downtown activity, social workers, community police officers, and the increased security measures that are already in place.
- 2) OCPL Donation - Pleasant Valley Library Fire: Ms. Park gave an update that according to their website they don't need any items at this point in time, since they are still looking for a temporary location.

#### **FOCL**

Ms. Brooks gave a report on the following items:

- FOCL's annual appeal went out to 850 people.
- Subscriptions are down, however, individual ticket sales have increased.
- Twelve libraries have asked for comp tickets to use as a raffle opportunity and already have received them.

#### **OCSLD**

No Report

#### **Sustainability**

Mr. Kushner referred to the sustainability tip sheet that had been distributed within their packet. He also spoke on the book Drawdown

which he felt is very informative and how a group is trying to get a book club together in March for this book.

#### Digital Inclusion Coalition

Mr. Kushner gave an updated report on the last information session he attended on creating a Digital Inclusion Coalition. He is trying to put together something similar here to help narrow or eliminate the digital divide.

### **COMMITTEE REPORTS**

#### Government Relations

Mr. Dodge reviewed the past and future activities of the committee. Reminder: CLRC Legislative breakfast is December 14<sup>th</sup> at Pine Grove Middle School.

#### Board Dev. & Recruitment

Ms. Biesiada mentioned they have received a number of applicants and the deadline is Friday, December 14<sup>th</sup> to apply.

#### Finance

Ms. Tucci mentioned they met with County Law Department and discussed the information they received from Ms. Bach gave regarding an independent treasurer. Ms. Berger from county law will check into this and get back to her.

### **PRESIDENT'S REPORT**

Mr. Kochian attended Maxwell library's open house. He commented on how very nice it was and how the director there helped a young patron with checking out items, even though the library was closed for their open house event.

On behalf of the Board, Mr. Kochian presented Mr. Fisher with a Board proclamation and a gift for his years of service and work with OCPL. Mr. Fisher said he has very much enjoyed working with the OCPL Board and thanked them for their service.

On behalf of the Board, Mr. Kochian presented Ms. Stack with a couple of gifts from the Board. Ms. Stack thanked her fellow board members and the staff for all their hard work.

Ms. Stack commented on how much she has enjoyed her time on the Board and left the following parting thoughts:

- Thankful for how very civil and respectful we are as a Board and allowing the proper time at board meeting to address the issues on hand.
- OCPL is a terrific place and has many things to offer. We have great stories to tell and should continue to tell them.
- We need a better way to assess the performance of our executive director, such as a 360 degree evaluation system and an exit interview process in place.
- Periodically having additional board training to get recharged on our purpose.
- She also stated she has visited every library within the OCPL system.

## **EXECUTIVE SESSION**

Mr. Dodge made the following motion:

**Resolved,** that the OCPL Board of Trustees approves to go into executive session to discuss a personnel matter relating to a particular person.

Ms. Hurst-Wahl seconded, the motion carried unanimously.

No action was taken

Ms. Stack motioned to close executive session and Mr. Manning seconded, the motion carried unanimously.

## **ADJOURNMENT**

Mr. Dodge moved to adjourn the meeting.

Mr. Kochian adjourned the meeting at 5:20 p.m.

Gail M. Cox  
Administrative Assistant