

MINUTES
OCPL Board of Trustees' Meeting
December 18, 2019
Central Library, Board Room
4:00 p.m.

ATTENDING

V. Biesiada	J. Hurst-Wahl
T. Dodge	E. Kochian
S. Edelstein	B. Morgan-Baker
R. Engel	

ABSENT

R. Manning	M. Tucci
C. Ondrako	

ALSO PRESENT

D. Marmor	D. Dell
G. Cox	C. Diede
M. Carter	R. Dunsmore
K. Coffta	A. Schiavulli

WELCOME

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

CONSENT AGENDA

Ms. Biesiada moved the consent agenda, which includes the minutes from the November 20, 2019 meetings.
Mr. Dodge seconded, motion passed unanimously.
(Ms. Ondrako and Ms. Morgan-Baker were not present at the time of the vote.)

**INTERIM EXECUTIVE
DIRECTOR'S REPORT**

Ms. Marmor gave an update on the following topics:

Central:

- Participated in Holidays in the City with various activities being held within the library
- Participated in the Downtown Committee of Syracuse's Winter Wonderland Window Display Contest

Branches:

Mundy: participated in WCNY's "Ready, Jet, Go" event, where they provided some STEM activities for the participants.

Beauchamp:

- Participated in the south side tree lighting ceremony
- Hosted CLRC's Legislative breakfast

Personnel:

Retirements: Jane Kalkbrenner: Branch manager for both Betts and Petit libraries will be retiring at the end of December.

Barbara Giardina, Head of Acquisitions will be retiring in January.

Priscilla LaJoie, Central Library Clerk II will be retiring at the end of December.

VRRs: Librarian III positions for Betts and Petit have been signed, the list canvassed and interviews will begin after the holidays.

Streetscape: Ms. Marmor provided the Board with the price quotes for the various ideas presented at the last meeting.

Access to Justice: is a program the NYS Courts provide to be more accessible in connecting people with lawyers. Ms. Marmor met with a sub-committee from Onondaga County to partner in providing a location for them to meet with the public at the Central Library.

ACTION/DISCUSSION

Resolution: 19-41

Action Items:

Mr. Kochian moved the following motion:

Resolved, That the OCPL Board of Trustees elects Jill Hurst-Wahl to the office of President; Tim Dodge 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 2020.

Mr. Engel seconded, the motion carried unanimously.

(Ms. Ondrako and Ms. Morgan-Baker were not present at the time of the vote.)

Resolution: 19-42

Ms. Hurst-Wahl moved the following motion:

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

\$300 for retirement/service awards;

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

up to \$750.00 to cover the expenses for refreshments and speakers for 2020 Staff Development Day;

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

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

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

\$150.00 for the 2020 Cathedral Square Neighborhood Assoc. membership;

\$1,781.00 for the 2020 excelsior membership to the New York Alliance of Library Systems (NYALS) to provide enhanced collaborative advocacy for library systems at the State level;

\$2,500 for the 2020 NYLA organizational membership;

\$450.00 for the 2019/2020 CenterState CEO membership;

\$525 for the 2020 membership to LTA (Library Trustees Association); and

\$60.00 for 2020 NYCON (New York Council of Nonprofits) membership.

Mr. Dodge seconded, the motion carried unanimously.

(Ms. Ondrako and Ms. Morgan-Baker were not present at the time of the vote.)

Resolution: 19-43

Ms. Biesiada moved the following motion:

Resolved, That the OCPL Board of Trustees approves the expenditure of \$100 from the Unrestricted Board Designated Fund to cover the material cost of

making 3D ornaments.

Mr. Dodge seconded, the motion carried unanimously.
(Ms. Ondrako and Ms. Morgan-Baker were not present at the time of the vote.)

Discussion Items:

1) OCPL Board of Trustees Training: Ms. Hurst-Wahl reviewed the handout of available days for an upcoming Trustee training day.

FOCL

Ms. Biesiada mentioned that Ms. Brooks gave her resignation and she will be leaving FOCL on March 1st.

OCSLD

No Report

**COMMUNICATIONS/
COMMITTEE REPORTS**

Government Relations

Mr. Dodge reviewed the past and future activities of the committee.

Highlights:

The CLRC Legislative Breakfast was held Beauchamp on December 13th.

Registration to Albany advocacy in February is in the works.

Government Relations committee is looking to revise their meeting schedule.

Finance

Mr. Carter gave a quick overview of the 2019 budget.

Board Development

Mr. Zabriskie will begin his executive director's position on January 6th. The Board discussed the logistics of his arrival.

The Board gave their sincere thank you and immense appreciation to Ms. Marmor for stepping in and handling everything so well and very professionally during her tenure as the interim executive director.

Strategic Planning

Ms. Morgan-Baker handed out a draft patron survey, for the Board's review.

Census

Ms. Coffta mentioned the Library is on track of where we should be in preparing for the 2020 census. She spoke about the various publicity platforms that will be used to get the word out and how to complete the census survey. She continued by explaining the different phases of the census process:

- education phase, through January
- general awareness phase, February
- motivation phase, March-April
- follow-up phase, May-July

The census opens on April 1st and officially closes in November.

Every library in the County will have a kick-off census party in April and will have light refreshments and balloons to attract the public.

Anyone who hasn't replied by the beginning of June, the Census trackers will then begin to make their rounds from house-to-house to get them filled out.

Other

Delivery Transit Stats: Mr. Dell reviewed the handout with the Board. There was a brief discussion on how the stats are compiled.

Incidents: Ms. Hurst-Wahl asked about what constitutes an incident and what determines a violent incident. Mr. Diede explained the differences between the types of incidents.

PRESIDENT'S REPORT

On behalf of the Board, Mr. Kochian presented Ms. Biesiada with an appreciation certificate, *The Library* book and bookends in recognition of all her service on the OCPL Board as a member and past president. Ms. Biesiada thanked everyone for the kind words and thoughtful gifts.

Mr. Kochian stated it has been his pleasure being the president of the OCPL Board.

Ms. Biesiada acknowledged Mr. Kochian for the tremendous amount of work he has accomplished as president this past year and how invaluable his inside knowledge and connections are within the County.

Mr. Kochian read an excerpt of famous first lines of books from Nancy Pearl's book, *Book Lust*; an excerpt from Vladimir Nabokov's *Lectures on Literature*; and an excerpt from *A Christmas Carol*.

ADJOURNMENT

Ms. Biesiada moved to adjourn the meeting.

Mr. Kochian adjourned the meeting at 5:00 p.m.

Gail M. Cox
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 Dawn Marmor, Interim Executive Director

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