

Onondaga County Public
*** Libraries**

Learn * Explore * Create

MINUTES
OCPL Board of Trustees' Meeting
April 22, 2020
Virtual ZOOM meeting
4:00 p.m.

ATTENDING

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

ABSENT

M. Tucci

ALSO PRESENT

C. Zabriskie	O. Edwards	N. Rossi
G. Cox	K. Hayduke	T. Sahn
T. Antoine	A. Horan	A. Schiavulli
L. Bankert	C. Johnson	A. Thorna
R. Battelle	R. Maguire	D. Thorna
J. Bleich	V. Massulik	A. West
M. Carter	M. McDermott	C. DiSanza
K. Coffta	D. Marmor	J. Milligan
D. Dell	S. Modrow	K. Schellinger
C. Diede	P. Pederson	A. Travis
D. Drobnjak	A. Perrine	M. Van Patten
R. Dunsmore	S. Rorer	G. Wisniewski

WELCOME

Ms. Hurst-Wahl called the meeting to order at 4:00 p.m.

CONSENT AGENDA

Ms. Biesiada moved the consent agenda, which includes board absences and the minutes from the March 18, 2020 meeting.
Mr. Kochian seconded, motion passed with Mr. Dodge abstaining.

**EXECUTIVE
DIRECTOR'S REPORT**

Mr. Zabriskie explained how libraries are moving forward in a different way during this virus.

He reported on how we are reaching out to our library communities by providing:

- Story-times
- Additional online databases
- Genealogy information and other various creative online programming
- Virtual library cards, we have registered 506 since March 23rd

He thanked his administrative team along with all the staff involved in getting OCPL up and running virtually so quickly. He foresees this continuing for

another month or so.

Since there are no set of standards on how to reopen a library concerning something of this nature, an OCPL Leadership Committee has been formed to begin working on a reopening plan.

Mr. Zabriskie gave an overview of the forthcoming soft reopening protocols listed below:

- Cleaning of surfaces and other health, safety, and security measures, including PPE and breath guards being ordered
- Holding of materials for 72 hours before recirculating
- Curbside service
- Reduced hours of operation
- Staffing plan
- Accessing and slowing moving forward with offering other reduced services

Summer Learning Programs: Mr. Zabriskie recommends that we cancel all in person summer reading programs for the summer.

Staff Training/Staff: OCPL purchased Ryan Dowd's Library Homelessness training for all staff within the OCPL System. Staff is working very hard during this pandemic.

As far as part-time staff, we are still not exactly sure if some or all positions will be reinstated and when that would happen.

Mr. Zabriskie and the Board discussed the duration of library closures in regard to flattening the curve of COVID-19.

Mr. Dodge inquired about any additional cyber security protection we have in place especially since we have expanded our digital services. Mr. Zabriskie explained we are very secure and are always improving upon this.

RESOLUTIONS

Resolution: 20-04 (ratified)

Ms. Ondrako moved the following resolution:

Resolved, that the OCPL Board of Trustees approves to waive all fines for Central and branch libraries through the end of April.

Mr. Kochian seconded, with a brief discussion that followed.

Ms. Ondrako moved the following amended resolution:

Resolved, that the OCPL Board of Trustees approves to waive all fines for Central and Syracuse branch libraries through June 30, 2021.

Mr. Kochian seconded; the motion passed unanimously.

Resolution: 20-05 (ratified)

Ms. Biesiada moved the following resolution:

Resolved, that the OCPL Board of Trustees approves to waive the usual identification requirements needed to obtain a library card during the Coronavirus pandemic in order for patrons to access our databases

Mr. Dodge seconded, with a brief discussion that followed.

Ms. Biesiada moved the following amended resolution:

Resolved, that the OCPL Board of Trustees approves to waive the usual

identification requirements needed to obtain a library card during the Coronavirus pandemic in order for patrons to access our databases through April 1, 2021 with regular monthly Board updates being given during this timeframe.

Mr. Dodge seconded; the motion passed unanimously.

Resolution: 20-06

Mr. Manning moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to the CLRC New Initiatives Grant for up to \$2,000 for Nature Discovery Backpacks for Betts, Hazard, Paine, and Petit branch libraries.

Mr. Kochian seconded; the motion passed unanimously.

Resolution: 20-07

Mr. Dodge moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to the Dollar General Youth Literacy Grant for up to \$4,000 to purchase floor mats to be circulated among all the libraries within the OCPL System for youth services staff to use in building numeracy and mathematics skills for children preschool through sixth grade.

Ms. Morgan-Baker seconded; the motion passed unanimously.

Resolution: 20-08

Ms. Ondrako moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the expenditure of \$500 from the Unrestricted Board Designated Fund to Syracuse Shakespeare-In-The-Park for their work in the creation of the joint virtual program “At Home Shakespeare”.

Ms. Biesiada seconded; the motion passed unanimously.

Mr. Kochian mentioned once we are completely back up and running he would like to expand this partnership to incorporate our young patrons.

PRESIDENT’S REPORT/ DISCUSSION

Ms. Hurst-Wahl covered the following topics:

- 1) What are our thoughts about the impact of COVID-19 on OCPL?
 - For the Board to think about the future of OCPL after COVID-19 and our “new” normal for services as well as the budget.

SYSTEM REPORTS

OCSLD:

Ms. Travis reported that the system’s leadership committee has been meeting consistently twice a week to go work on reopening plans.

NOPL is in phase 1 of a reopening plan, which involves the planning and reimagining of spaces, services, and programming.

Budget:

Mr. Carter stated the County is looking at a 100,000,000-dollar deficit.

The County has taken some of the following measures within various departments to help offset this deficit:

- Furlough a percentage of County part-time staff; OCPL’s part-time staff furloughed is 82
- Early retirement incentive
- Some austerity measures (encumbering certain line items)

The State also has the authority to reduce our state aid by up to 15%. The various departments within the County are also looking at any possible grants to help with budget funding.

Mr. Carter mentioned the Department of Management and Budget (DMB) will be handling the quarterly forecasts and dealing with them a bit differently due to this pandemic. He explained how hard it is to forecast with so much uncertainty at this point in time.

BOARD REPORTS

Finance Committee: no report

Government Relations: no report

Strategic Planning: Ms. Hurst-Wahl, Mr. Zabriskie and Ms. Morgan- Baker will meet to discuss the next steps and report back to the Board.

Board Management, Recruitment & Development: no report

CITY LIBRARIES

Ms. Marmor gave an update on the following:

Personnel:

- Recent Branch Hires:
Amanda Perrine - Betts Branch manager
Miranda McDermott, Beauchamp - Children's Librarian
- Staff Changes:
Carol Johnson, moved to Petit branch as branch manager

Ms. Marmor mentioned there are still two branches with no dedicated managers at this time and the critical staff shortages within OCPL.

FOCL

Ms. Hurst-Wahl spoke about the letter FOCL sent to supporters regarding their lecture series change of dates. She welcomed Ms. Schellinger to this meeting and thanked FOCL for the work they do.

ADJOURNMENT

Mr. Dodge moved to adjourn the meeting.

Ms. Hurst-Wahl adjourned the meeting at 5:19 p.m.

Gail M. Cox
Administrative Assistant

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