

**MINUTES**

OCPL Board of Trustees' Meeting  
May 18, 2022  
In-Person/ZOOM Meeting  
4:00 p.m.

**ATTENDING  
(In-person)**

E. Kochian                      T. Mulvey  
M. Mahar                         J. Hurst-Wahl

**ATTENDING  
(Zoom)**

E. Kassis                         B. Morgan-Baker  
L. Fetyko

**ABSENT**

S. Edelstein                      C. Ondrako

**ALSO PRESENT**

C. Zabriskie	K. Lighton	A. Bernat
G. Cox	R. Maguire	C. Diede
T. Antoine	D. Marmor	S. Reckhow
L. Ballard	A. Perrine	J. Rice
M. Carter	M. Roche	A. Travis
D. Dell	T. Sahn	M. Van Patten
R. Dunsmore	A. Schiavulli	K. Westers
K. Hayduke	A. Thorna	G. Wisniewski

**WELCOME**

Ms. Hurst-Wahl called the meeting to order at 4:01 p.m.

**CONSENT AGENDA**

Mr. Kochian moved the consent agenda, which includes the amended minutes from the April 20, 2022 meeting.

Mr. Mulvey seconded; motion passed unanimously.

**PRE-READS/  
COMMENTS**

Ms. Hurst-Wahl inquired if there were any comments from the Board regarding any of the pre-reads they received.

President's Report:

Ms. Hurst-Wahl noted the Board's by-laws are in the beginning stages of being reviewed.

Director's Report:

Ms. Zabriskie covered the following topics on his report:

- ❖ Publisher's Weekly's US Book Show - "We are Still Not OK: Protecting Library Workers After the Pandemic":  
Mr. Zabriskie was one of the virtual panel presenters.
- ❖ Urban Libraries Unite:

Mr. Zabriskie will be stepping down as the Executive Director of his not-for profit, but will be on the Board of Directors for it.

❖ Introduction:

Mr. Zabriskie introduced Tom Walters the newly appointed Public Information Specialist for OCPL.

OCSLD:

All the school budgets passed which includes library funding in their respective districts.

Fayetteville Free Library Budget Article: Mr. Mulvey mentioned the recent article in the newspaper about the Fayetteville Free Library budget. Mr. Zabriskie stated it was an interesting article. He gave some background history on this topic.

Member Council:

Ms. Van Patten mentioned that the suburban libraries will be losing two directors. Jake Widrick from Marcellus and Glenna Wisniewski from Liverpool.

FOCL:

Ms. Schellinger reported that the authors for their upcoming lecture series has been announced and the subscriptions are out. Both flyers are included in their Board packet.

Branch & Central Highlights:

Ms. Marmor noted that the branches and Central are working on some very creative programming for the Summer Learning Program.

Member Services:

Introduction:

Ms. Schiavulli introduced B. Maggie Foster as the newly hired Outreach and Program Coordinator. Ms. Schiavulli also mentioned they have hired a new part-time driver as well.

Ms. Foster gave a bit of background about herself and some things she is already working on in her new position.

Library Operations:

Ms. Maguire gave an update on the Beauchamp Branch library renovations.

- ❖ Flooring installed
- ❖ Painted
- ❖ Electrical upgrades
- ❖ 94 bookcases refinished
- ❖ Furniture refinished

Finance Report:

Mr. Carter reported on the following topics:

- ❖ 1<sup>st</sup> Quarter Forecast: Mr. Carter noted that the 1<sup>st</sup> quarter forecast was just completed and he will have information on it for next month's Board meeting.

- ❖ 2023 Budget Process: Mr. Carter explained the County would be using each department's 1<sup>st</sup> quarter forecast as a template to work from for the upcoming budget year. He also mentioned there hasn't been a decision made yet if there is going to be a decision package for each department to present this year, like they did last year.

The Board had a discussion on the process and timeline. They would like to know what the executive director's mission and budget priorities are before the submission of such budget.

Ms. Morgan-Baker stated in the past, new board members would meet with the library's finance person to go over the structure of the budget. She would like to have Mr. Carter run a board finance workgroup to explain how the budget works and what is involved in the process. She felt this would also be very helpful as they work on the strategic plan.

The Board inquired if any direction has been given from the County. While Mr. Carter has not received anything formally from the County yet, he does look ahead to add costs to things he knows will have an increase in the upcoming budget year.

Mr. Kochian asked about the library fund balance. Mr. Carter stated he has not yet received anything.

Ms. Mahar commented keeping an open communication with the budget department and the County Executive's liaison for the library regarding the library's budget needs on a regular basis is very beneficial especially as the County is drafting the budget.

## **PRESENTATION**

Staff Day Update, Becky Maguire

Ms. Maguire gave a PowerPoint presentation on OCPL Staff Day that was held at the Zoo on May 6<sup>th</sup>.

She noted everyone had a great time meeting with other staff outside their respective work locations and loved it being held at the Zoo.

She stated the keynote speaker, Dr. Beth Patin spoke on the topic: "When the Going Gets Tough, the Tough Get Resilient". She was very engaging and staff thoroughly enjoyed her presentation.

Ms. Maguire reviewed all the positive feedback from staff. Approximately 100 people attended with 82 of those in attendance being OCPL: City staff.

## **RESOLUTIONS**

*Resolution: 22- 10*

Mr. Kochian moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the submission of the 2021 State Annual Reports for the Onondaga County Public Library: Public and Association Libraries and for the Onondaga County Public Library: Public Library Systems.

Mr. Mulvey seconded, the motion passed unanimously.

*Resolution: 22- 11*

Ms. Morgan-Baker moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the grant application submission to The Women’s Fund of Central New York in the amount of \$5000 to create a baby-wearing library (carriers and accessories) to be loaned to the public at the Soule Branch library.

Ms. Fetyko seconded, the motion passed unanimously.

*Resolution: 22- 12*

Ms. Fetyko moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the expenditure of \$250 from the Unrestricted Board Designated Fund to purchase the DecisionWise/Spectiv 360 Feedback Assessment for one participant.

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

*Resolution: 22- 13*

Mr. Kochian moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the expenditure of \$500 from the Unrestricted Board Designated Fund to purchase the DecisionWise/Spectiv post-360 Feedback Assessment coaching session (60-90 minutes) for one participant.

Mr. Mulvey seconded, the motion passed unanimously.

OTHER

Mr. Zabriskie presented his financial proposals to the Board:

Whitman on the Walls @ the Everson:

OCPL would like to collaborate with the Everson to purchase Walt Whitman books for the Everson’s youth poetry walk-in program on August 18<sup>th</sup>.

**Motion**

*Resolution 22-14*

Mr. Kochian made the following motion:

**Resolved,** That the OCPL Board of Trustees approves the expenditure of up to \$450 from the Unrestricted Board Designated Funds to purchase Walt Whitman books for distribution to the youth participants in the Everson’s Walt Whitman on the Walls event on August 18<sup>th</sup>.

Ms. Fetyko seconded: a discussion followed.

Topics:

- ❖ Youth communities' participation
- ❖ Other organizations participation for giveaways/donations

The motion passed unanimously.

EDI (Equity, Diversity and Inclusion) Consultant Fees/CenterState CEO:

Mr. Zabriskie explained that he would like to contract with Centerstate CEO to hire a consultant to support our Equity, Diversity, and Inclusion efforts. This will primarily consist of a "C-Suite Experience". This covers a comprehensive training for 10 organizational leaders from OCPL including member directors for the cost of \$15,500.

The Board inquired/discussed:

- ❖ What this would actually entail
- ❖ What are out outcomes
- ❖ Assessment tools being used
- ❖ CenterState CEO- References
- ❖ Timeframe
- ❖ More detailed information needed
- ❖ Researching other organizations who have more expertise in this field

FOCL Proposals:

Incarcerated Storytime:

Mr. Zabriskie explained he would like to purchase dedicated equipment necessary to provide "Storytime Behind Bars" where parents who are serving time can record storytimes for their children. The cost would be \$5,000.

The Board mentioned this was done in the past and would like to use that data to look back at what was done then and how we can build/improve on it from there.

Ms. Wahl-Hurst inquired about staff constraints. Mr. Zabriskie stated there was a number of staff interested to opt in.

**Motions**

*Resolution: 22-15*

Mr. Mulvey made the following motion:

**Resolved,** That the OCPL Board of Trustees recommends the expenditure of up to \$5,000 from FOCL's donation to the OCPL Board of Trustees Fund to cover the cost of equipment to provide "Storytime Behind Bars" program.

Mr. Kochian seconded; the motion passed unanimously.

Period Justice:

Mr. Zabriskie explained that OCPL is asking for \$12,000 to fund a Period Justice program/service at all OCPL: City locations. This would provide funding for free feminine hygiene dispensers in all OCPL: City bathrooms with two years of feminine hygiene products, shipping, and promotional materials.

This would include all public and staff bathrooms within the city libraries. The Board inquired on how this will continue to be funded after the initial 2 years. Mr. Zabriskie explained he would look at other organizations (such as Planned Parenthood or Catholic Charities) to help keep this service running after the first 2 years.

Ms. Mahar made the following motion:

*Resolution: 22-16*

**Resolved,** that the OCPL Board of Trustees recommends the expenditure of up to \$12,000 from FOCL's donation to the OCPL Board of Trustees Fund to cover the costs associated with providing feminine hygiene dispensers and products, shipping and promotional materials for two years for all public and staff bathroom locations within the OCPL: City libraries.

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

## **ADJOURNMENT**

Mr. Kochian moved to adjourn the meeting. Ms. Morgan-Baker seconded.

Ms. Hurst-Wahl adjourned the meeting at 5:32 p.m.

Respectively Submitted,

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](http://www.onlib.org) Christian Zabriskie, Executive Director

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

