

MINUTES  
**OCPL BOARD OF TRUSTEES' MEETING**

May 16, 2018  
Central Library  
4:00 p.m.

**ATTENDING**

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

**ABSENT**

B. Morgan-Baker	D. Stack
C. Ondrako	

**ALSO PRESENT**

J. Park	A. Travis
G. Cox	K. Whitney
D. Buckingham	B. Fisher
K. Coffta	N. Marquis
D. Dell	A. Perrine
C. Johnson	G. Wisniewski
D. Marmor	

**WELCOME  
INTRODUCTIONS**

Mr. Kochian called the meeting to order at 4:00 p.m.  
Darrell Buckingham, newly appointed Personnel Director for the library  
Dawn Marmor, newly appointed Administrator for Branch Services and Special Initiatives.  
Mr. Kochian also had everyone around the room introduce themselves as well.

**CONSENT AGENDA**

Mr. Manning moved the consent agenda, which includes the minutes from the April 15, 2018, meeting.  
Ms. Tucci seconded, the motion carried unanimously.

**PRESENTATIONS**

Safety/Security Central Library and Branches  
Ms. Whitney gave a PowerPoint presentation on the various safety and security issues libraries face and the security measures that are in place to date.  
She noted while the Central library and the branches offer many wonderful programs and services, they are plagued with issues/situations that impact their jobs.  
There was discussion on additional security measures and initiatives we can research to help reduce these situations.

Ms. Tucci and Ms. Treier will work with Ms. Whitney to address the security and safety issues.

## **EXECUTIVE DIRECTOR'S REPORT**

Ms. Park reviewed her report to the Board.

She covered the following topics:

Personnel: Mr. Buckingham is moving our VRRs along and they are also moving more quickly through the process with the County Executive's assistance.

SDD: Ms. Park mentioned it was a very productive day and thanked Ms. Treier for her presentation on all the happenings going on downtown.

Sorting and Delivery: Ms. Park reviewed the delivery stats and how we are moving forward with replacing Driver/Messenger position that is now vacant. Mr. Dell will now be overseeing the delivery and sorting responsibilities.

FOCL: Ms. Park gave an update on the Friend's past contribution to the Central Library.

## **DISCUSSION**

### **Discussion Items**

- 1) 1<sup>st</sup> Quarter Forecast: Ms. Park reviewed the handout and noted everything is on track.
- 2) Branch Updates: Ms. Marmor gave an overview of what is happening within the branch libraries. She mentioned April was a busy month especially during Spring break week. The branches are finding patrons are super interested in drop-in type activities.

## **OCSLD**

Ms. Wisniewski thanked Ms. Whitney for her presentation and how informative it was.

She gave the following updates:

Liverpool: just finished the steps with civil service to create a security supervisor title.

MOU: The member libraries are looking to review the MOU and would like to get the MOU committee up and running again to get the process moving.

ILS and Member Services Coordinator Positions: Ms. Park reported that Ms. Highfield's position is in the works and Ms. Travis's position, once vacant will be a priority to fill.

## **COMMITTEE REPORTS**

Government Relations

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

## **PRESIDENT'S REPORT**

Mr. Kochian spoke about the opening of the Carnegie Library and the history of how it came about in Syracuse.

Motion

## **EXECUTIVE SESSION**

*Resolution: 18-13*

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 and banking matter.

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

No action was taken

Mr. Dodge motioned to close executive session and Ms. Hurst-Wahl seconded, the motion carried unanimously.

## **ADJOURNMENT**

Mr. Dodge moved to adjourn the meeting.

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

Gail M. Cox

Administrative Assistant