

Onondaga County Public
*** Libraries**

Learn * Explore * Create

MINUTES
OCPL Board of Trustees' Meeting
May 19, 2021
Virtual Zoom Meeting
4:00 p.m.

ATTENDING

T. Dodge	E. Kassis
S. Edelstein	E. Kochian
L. Fetyko	M. Mahar
J. Hurst-Wahl	B. Morgan-Baker

ALSO PRESENT

C. Zabriskie	A. Gregory	A. Ali
G. Cox	K. Hayduke	C. Diede
L. Bankert	D. Marmor	H. Matzel
M. Barclay	V. Massulik	M. McDermott
R. Battelle	S. Modrow	J. Milligan
M. Carter	T. Mulvey	K. Schellinger
L. Cox	A. Perrine	A. Travis
D. Dell	M. Roche	M. Van Patten
D. Drobnjak	A. Schiavulli	G. Wisniewski
R. Dunsmore	A. West	J. Yeon
O. Edwards		

WELCOME

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

CONSENT AGENDA

Mr. Kochian moved the consent agenda, which includes the minutes from the April 14, 2021 meeting. Ms. Fetyko seconded; motion passed unanimously.

**EXECUTIVE
DIRECTOR'S REPORT**

Mr. Zabriskie covered the following items on his report to the Board:

- Part-time Staff/Vacant positions
Some part-time staff have been brought back to work and we are working on bringing back more and looking to fill some full-time vacancies soon.
- Expanding Library Hours
Have expanded the hours open to the public and are moving forward with going back to full hours as more staff are being reinstated.
- Memorandum of Understanding (MOU)
Working very hard on this document and defining the many questions

around OCPL's structure and how it works.

- Summer Programming
Looking for more outdoor furniture, which has been hard to find to accommodate for more outdoor programming.
- New Incubator Project
Starting in January 2022, Mr. Zabriskie would like to begin a not-for-profit incubator, which would include not-for-profit entrepreneurs in residence. In his monthly report, he provided brief information on what this may entail, and he will share more during the months to come. Mr. Zabriskie stated he actually was inspired with this concept by a successful business incubator at the Chicago Public Library. He feels this would be a fitting role to help address the poverty issues within our library communities.

Ms. Hurst-Wahl stated that the Board can give him names of people who have already created incubators in the Syracuse area.

- New CDC Guidelines
CDC guidelines states that any vaccinated person does not have to wear a mask inside or outside and social distancing can be less than 6ft.

There was discussion on what would be the best approach for Central and branch libraries. It was agreed that the current policy would stay in place at least until the end of summer, which requires all members of public and staff in public areas to wear a mask and have their temperatures taken. However, staff that have been vaccinated, when not in a public setting would not need to continue to wear masks.

Mr. Zabriskie commented that the County and the Union have also been informed of this and he doesn't feel that they have any concerns. The reopening plan will be updated accordingly.

Mr. Dodge inquired about the traffic patterns now that the City branches are open. Mr. Zabriskie stated that the City locations are slowly getting busier, and he feels it will pick up more once outdoor programming begins.

PRESIDENT'S REPORT

Ms. Hurst-Wahl highlighted the following topics from her report:

- Increasing Board Discussion
More time will be set aside at each Board meeting to have general board discussions. For this month, discussion will be around OCPL's mission statement. "Onondaga County Libraries prepare our community for a bright future by creating opportunities, empowering people and inspiring ideas." A discussion will follow at the end of the meeting.

- Board's Vice President's Position
Since Ms. Tucci is no longer on the Board, we need to have another Board member fill the Vice President's role.
- OCPL Board -Member Libraries Liaison List
List was given to the Board for their review and for new Board members to see where they would like to be added on this list.
- MOU Committee
Work is progressing very well with many subcommittees to get things drafted to move forward. This is a very long process with the hopes of it being completed in the fall.

As a reminder, the funding for the System comes from NY State Aid, the Federal government, OCPL System Members, Onondaga County government, and City of Syracuse taxes. All of these funding sources share the cost for the services that our Members and their patrons receive.

Mr. Nichols, who facilitates the MOU meetings, has done extensive research on the history of OCPL and its structure, including who the members of the system are. He has provided much clarity and has affirmed that the OCPL System is comprised of 20 member libraries. The Central Library and the branches within the City of Syracuse are all one library and that one library is a member of the system.

- Board Documentation
After a conversation with Ms. Fetyko and with our influx of new board members, Ms. Hurst-Wahl will be conversing with Mr. Zabriskie on what items would be best in a new board orientation book, and what could be made accessible on the OCPL website.
- OCPL Glossary of Terms
Ms. Hurst-Wahl would like to create a glossary of OCPL specific terms that are commonly used at the Board meetings for Board reference and as a resource for future Trustees.
- Post Pandemic Board Meetings
Will keep the Board apprised of when the Governor's executive order will expire and when we will need to begin to meet in person once again.
- DecisionWise 360 Feedback Assessment
This process has begun and should be completed by the end of summer.

RESOLUTIONS
Resolution: 21-14

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to the CLRC 2021 Recovery Grant for up to \$4,200 for the replacement of tech backpacks for the White Branch Library, and be it further

Resolved, That the OCPL Board of Trustees approves the grant application submission to the CLRC 2021 Recovery Grant for up to \$5,000 for the purchase of children and teen materials for the Petit Branch Library, and be it further

Resolved, That the OCPL Board of Trustees approves the grant application submission to the CLRC 2021 Recovery Grant for up to \$5,000 for the purchase of digital materials for the Hazard Branch Library, and be it further

Resolved, That the OCPL Board of Trustees approves the grant application submission to the CLRC 2021 Recovery Grant for up to \$5,000 for the purchase of digital and large print materials for the Central Library.

Mr. Dodge seconded, the motion passed unanimously.

Resolution: 21-15

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the additional expenditure of up to \$1,500 from the Board's Unrestricted Fund for the executive/organizational coaching service of Stillwork Consulting LLC.

Mr. Edelstein seconded; the motion passed unanimously.

Resolution: 21-16

Mr. Dodge moved the following resolution:

Resolved, that the OCPL Board of Trustees approves the recommendation from the OCPL Member Council to reinstate the usual identification requirements for obtaining a library card effective June 1, 2021. This resolution would override/replace Resolution 21-13, which was passed by the Board during its April meeting.

Mr. Kochian seconded, a discussion followed.

Ms. Hurst-Wahl explained that while a patron being able to get a digital library card is a good thing, the way it was implemented during the pandemic had allowed patrons to have multiple cards or get a card and never use it. Ms. Ali commented that this isn't to completely take away from a patron acquiring a digital card, but to put back in a place a time limit for them to come in to verify who they are and to be able to clean up the system. This would also be a good time to investigate a way for us to provide a digital only library card to patrons.

Mr. Edelstein would like to also research if there is a way for a patron to be able to verify oneself remotely.

The motion passed unanimously.

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the submission of the 2020 State Annual Reports for the Onondaga County Public Library: for Public and Association Libraries and the Onondaga County Public Library: for Public Library Systems.

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

PRE-READS

1) OCSLD (Onondaga County Suburban Library Directors)

Ms. Travis gave an electronic report to the Board. Ms. Travis wanted to congratulate all the suburban libraries who all passed their budget votes on May 18.

2) Member Council

Ms. Ali provided an electronic report to the Board.

3) FOCL (Friends of the Central Library)

Ms. Schellinger provided FOCL's new lecture series information to the Board.

4) Other

Mr. Zabriskie complimented the sorting and delivery employees on keeping up on all the materials coming through the sorting room.

BOARD DISCUSSION

Topic: OCPL Mission Statement

"Onondaga County Libraries prepare our community for a bright future by creating opportunities, empowering people and inspiring ideas." When you think about this mission, what does that mean to you in terms of the future of our system? What occurred was a free-flowing conversation with many ideas expressed, including ideas related to:

- ❖ Digital cards and increase of database use
 - ◆ How that helps patrons to make informed decisions
- ❖ Fictional collection
 - ◆ Inspires people
- ❖ Incubator initiative
 - ◆ Helps people collaborate
- ❖ Strategical thinking
 - ◆ What is next?
 - ◆ What is happening around you?
 - ◆ Best practices on what other systems are doing and what we can adapt based on our own capabilities and capacities
 - ◆ Have a strategic alliance, since we can't be everything to everyone
 - ◆ Board and staff self-assessment
- ❖ Be more of a convenor
 - ◆ There are already great coalitions and groups doing great work to partner with to help with the many issues our communities face

- ◆ We don't have to do things by ourselves
- ◆ Pulling together coalitions that not everyone within the county would know they exist
- ❖ Helping patrons to maneuver and understand various websites
 - ◆ How to register for vaccine service.
- ❖ The library is such a trusting source
 - ◆ Available to all
 - ◆ Not being utilized as much as we could be
- ❖ Empowering
 - ◆ Connecting people
 - ◆ Changes in language and attitude that have occurred such as gender neutral language
 - ◆ People's first language that help people to trust the institution and work with them and empower them
- ❖ Board's role of working with the Executive Director
 - ◆ Think about the budget
 - ◆ Help set direction
 - ◆ Work in tandem and give guidance with the director
 - ◆ Knowing the director's perspective on where he sees things going
 - ◆ Advocacy
 - ◆ Board's connections with the various entities to could help the library to move forward
- ❖ Knowing the Board's direction and vision on libraries
 - ◆ Help us work together better as a Board
 - ◆ Help us to work better together with the Director
- ❖ Take an action on any topic and get it done
- ❖ That the future of the library will be all these things and more to help people who have never stepped through our doors before.

ADJOURNMENT

Mr. Dodge moved to adjourn the meeting. Ms. Kassis seconded. Ms. Hurst-Wahl adjourned the meeting at 5:17 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 Christian Zabriskie, Executive Director

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