

MINUTES

OCPL Board of Trustees' Meeting
June 15, 2022
Central Library, Board Room
In-Person Meeting
4:00 p.m.

ATTENDING

E. Kochian
J. Hurst-Wahl
M. Mahar
B. Morgan-Baker
T. Mulvey
C. Ondrako

ABSENT

S. Edelstein
L. Fetyko
E. Kassis

ALSO PRESENT

C. Zabriskie
G. Cox
R. Battelle
M. Carter
K. Hayduke
R. Maguire
D. Marmor
V. Massulik
A. Schiavulli
T. Walters
A. Bernat
M. Van Patten
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 minutes from the May 18, 2022 meeting.

Ms. Ondrako 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 would be working towards a resolution on how to hold/offer remote access for Board member that will fit into the current guidelines.

Director's Report:

Ms. Zabriskie covered the following topics on his report:

❖ System Retreat:

Mr. Zabriskie mentioned the System Retreat will be held on Tuesday, September 13th at Sharkey's. Syracuse University's Portable Outdoor Adventure will facilitate and cater to our staff's training needs and topics.

Theme:

Trauma: informed care for you and your staff.

The focus of the training will be on trauma informed leadership and work life.

Ms. Van Patten gave high regards with her experience using Syracuse University's Portable Outdoor Adventure and how extremely adaptable/customizable they are to the customer's needs for their particular staff training.

Mr. Zabriskie reviewed the cost of the event, which shows an additional \$550.00 in funding from what was already approved back in March.

❖ Urban Libraries Unite (ULU) Trauma Study:

The 2-year study will come out next week and he will share it with the Board.

❖ Project Child Safe:

Currently seeking support from Project Child Safe to get simple gunlocks which can be distributed through the libraries. The goal would be to offer a service where patrons can walk into a library and get a free gunlock while supplies last. Mr. Zabriskie has spoken to the County Executive's office and he has their endorsement.

❖ National Digital Inclusion Alliance Grant:

Applying for a grant for rural and tribal libraries for \$320,000 for 3 years' worth of funding for a full time digital navigator who would be dedicated to serving the Onondaga Nation. We have support from the County Executive and are in the process of seeking approval from the Onondaga Nation in order to move this grant forward. The application deadline is June 30th.

❖ DEI (Diversity, Equity, and Inclusion) Training:

Mr. Zabriskie spoke about his meeting with the Coalition of Library Workers of Color. He asked them to provide a couple of proposals for staff training.

❖ Pop up Libraries:

Our pop-up library has been at Salt City Market for a while and we are looking for our next location. The Everson has shown interest, so this would be a great next venue, since they hold many programs in the plaza there.

Strategic Planning

Ms. Morgan-Baker mentioned that the Strategic Planning Committee has a survey ready to send out to staff. The Committee doesn't expect everything to be completed on the survey, just fill it out the best one can. She continued by stating we have to prioritize since we can't do everything that shows up at our doorstep. There will also be a survey for the Board coming down the road.

Motion

Resolution: 22-18

Mr. Kochian made the following motion:

Resolved, That the OCPL Board of Trustees approves the additional expenditure of \$550.00 from FOCL's donation to the OCPL Board's Trustees Fund to cover the additional costs of the System Retreat being held on September 13th.

Mr. Mulvey seconded, the motion passed unanimously

Branch & Central Highlights:

Ms. Hurst-Wahl commented on the wonderful branch photos added to the Branch report each month.

- ❖ Central: Mr. Mulvey inquired on what a bulk loan was. Ms. Battelle explained it is a service we provide for longer loans of items we put together to give senior centers, nursing homes etc. to borrow and when they return them we create a new bulk loan group of materials to send out.
- ❖ Overdrive: Mr. Mulvey asked about the purging of it. Ms. Hayduke explained that we only get to keep an electronic item for 24 months or a total 26 circs. Overdrive provides a report that shows our high holds and when each item is going to expire. This way we know which items to license again. Overdrive also provides insights reports that show any patron suggestions.
- ❖ Telehealth Booth: Ms. Battelle mentioned that approximately 7 patrons have used the booth, since its recent installation. Generally, it has been used for job interviews and job training. Ms. Morgan- Baker will work with Ms. Battelle connecting her with personnel in the Community Health Center.

Finance Report:

Mr. Carter reported on the following topics:

- ❖ 1st Quarter Forecast: Mr. Carter reviewed the 1st quarter forecast and where there are shortages within the budget. He is thinking that the legislature will be doing a mass transfer of funds from another location to offset any shortages within the various county departments.
- ❖ 2023 Budget Process: Mr. Carter stated he hasn't received anything on the upcoming budget. However, he does know they will be using each county department's 1st quarter forecast in creating their respective 2023-draft budget. He is not sure if there will be an opportunity to submit any decision packages to request additional funding, as we did last year. We may be only be allowed to move funds around within the different line items.

The following topics were discussed:

- Rising fuel costs for our delivery vans
- Advocating for certain line items within the budget

- Capital Improvement Plan/Strategic Plan
- Having small projects always ready in the coffers
- Preventative maintenance funding
- Maintenance/Security audits checks are being done within the city libraries

OCSLD:

Ms. Hurst-Wahl acknowledged that Ms. Wisniewski will be retiring in July as director of the Liverpool Public Library. The Board congratulated her on her upcoming retirement.

FOCL:

Ms. Bernat mentioned that Ginny Biesiada would be the next FOCL board president beginning in July.

FOCL would like any funding proposals so they can announce what FOCL is supporting with the funds they donate to the library.

DISCUSSION

Topics: Social Service Navigator and Digital Navigator

Social Service Navigator:

Mr. Zabriskie stated that Senator May's office reached out to him about some funding they would like to give the library for a program we would like to provide, but didn't have the funding to do so. The director put forth the idea of a social service navigator for the Mundy Branch Library. The navigator would help families navigate their social service needs. The funding would cover the cost of a part-time, one-year position.

Digital Navigator/Onondaga Nation:

Mr. Zabriskie explained he is applying for this grant as service to both tribal and rural communities in the amount of \$320,000.

This would fund a full time Digital Navigator who would be dedicated to serving the Onondaga Nation. They would provide workshops, training, individual tech help, and basic tech support. This goes well with initiatives that the County is putting forward for Digital Equity including on the Onondaga Nation.

PRESENTATION

Amanda Schiavulli, Member Services Coordinator

Ms. Schiavulli explained what her system services position entails:

- ❖ Annual Reports
- ❖ Construction Aid
- ❖ NYS Youth Service Rep. for OCPL
- ❖ In charge of youth services meeting within OCPL
- ❖ Oversees the delivery services
- ❖ Supervises programming and outreach and literacy staff
- ❖ Plan of Service
- ❖ MOU work/Setting up Sub-committees
- ❖ Weekly Updates, Reminders, Fun Stuff and Upcoming Events
- ❖ Resource Sharing
- ❖ Trainings: New director and trustees trainings upon request.
- ❖ NYLAS- past present and council rep.

Ms. Van Patten and the Board acknowledged all the hard work Ms. Schiavulli provides to the member libraries and with all the board inquiries.

RESOLUTIONS

Resolution: 22- 17

This resolution has been withdrawn.

Resolved, That the OCPL Board of Trustees approves the grant application submission to the National Digital Inclusion Alliance for \$320,000 to support a Digital Navigator who would be dedicated to serving the Onondaga Nation for 3 years.

OTHER

Mr. Kochian gave some background history on the literacy parade he was part of with Geneva Hayden called Light a Candle for Literacy.

He has been asked to help reinvigorate this event. This year the Literacy Parade and Children's Book Festival will take place on Sept.10th from 12-4. It will start outside of Beauchamp branch library and go to Danforth School. At Danforth School there will be outside and inside activities and book giveaways.

ADJOURNMENT

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

Ms. Hurst-Wahl adjourned the meeting at 5:22 p.m.

Respectively Submitted,

Gail M. Cox
Administrative Assistant

DRAFT