

MINUTES

OCPL Board of Trustees' Meeting
July 19, 2023
Central Library, Board Room
4:00 p.m.

ATTENDING

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

ABSENT

L. Fetyko	E. Kassis
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ALSO PRESENT

D. Marmor	J. Cox
R. Maguire	Y. Williams
R. Battelle	T. Walters
M. Carter	M. Van Patten

WELCOME

Ms. Hurst-Wahl called to order at 4:04 p.m.

CONSENT AGENDA

Mr. Kochian moved the consent agenda, which included the minutes from the May 17 and June 21 meetings. Ms. Ondrako seconded; the motion passed unanimously.

2024 BUDGET REVIEW

Mr. Carter and Ms. Marmor presented the 2024 draft budget, which is due to the County by July 21.

The budget process started with the County providing OCPL with a proforma budget based on 2023 first quarter forecast. Mr. Carter and Ms. Marmor reviewed that draft, looked at the needs of OCPL, and proposed several additions. Those additions, along with the draft budget, were reviewed by the OCPL Finance Committee on July 5, who worked with Ms. Marmor and Mr. Carter to prioritize those additions.

Those priorities are:

- A new delivery vehicle \$67,000
- Public PC replacement (phase 2) \$87,000
- Branch library ground improvement \$10,000
- Additional funding for capital improvement matching funds \$16,000

On July 13, Ms. Marmor, Mr. Carter, Ms. Hurst-Wahl, and Mr. Kochian met with Mr. Brian Donnelly and Mr. Steve Morgan to review the proposed additions to the draft budget. Mr. Donnelly and Mr. Morgan proposed using end of the year fund balance for the new delivery vehicle and the public PC replacement. They will discuss this with the County Executive. They agreed to place the other two items in the 2024 OCPL budget.

The Board discussed what happens if fund balance is not available for the delivery van and public PCs. Mr. Kochian assured that there would be ways of seeking funding in 2024, if that happens.

Mr. Edelstein asked about funding for a new OCPL website. The Board discussed the relationship of the new website to the strategic plan. The Board recognizes the importance of upgrading the website and knows that input will be needed. Mr. Edelstein noted that creating a high-quality website will require a major investment.

Ms. Morgan-Baker talked about the strategic planning process and stated that this should be on the August Board meeting agenda. Board funds will be used for strategic planning.

Mr. Mulvey asked about funds which are expected from NYS. Mr. Carter explained and noted that it is \$1,302,453.

Funding from the City of Syracuse and OCPL member libraries is approximately \$6.4 million.

Mr. Carter noted that the increase in professional services is due to an increase in security vendor cost increases.

The entire 2024 budget is \$14,105,432 plus an additional ask (two items) totally \$26,000.

RESOLUTIONS

Resolution: 23-10

Mr. Mulvey moved the following resolution:

Resolved, That the OCPL Board of Trustees approves advancing the 2024 draft budget as stated in concept to the County.

Ms. Morgan-Baker seconded. The motion passed unanimously.

Resolution: 23-11

Ms. Ondrako moved the following resolution:

Resolved, That the OCPL Board of Trustees acknowledges and thanks the Friends of the Central Library for their generous gift of \$20,000, which will support various library needs.

Mr. Edelstein seconded.

Discussion: A question was asked about how this funding is being used. Ms. Marmor reported that the telescopes have already arrived and are expected to be available for borrowing in early fall. They will be packaging materials with each telescope, including information on how to use them. The person who borrows the telescope will need to be age 18 or older. Currently, they are looking for possible carrying bags. Ms. Marmor noted that these telescopes are used by other libraries.

The library bike has not yet been ordered. Each is custom-made, so there will be a wait time.

Mr. Kochian asked about using the remaining FOCL funds towards upgrading items in the Central Library makerspace. Ms. Ondrako will review the information received on the potential funds available and provide an update at the August Board meeting.

The motion passed unanimously.

Resolution: 23-12

Mr. Mulvey moved the following resolution:

Resolved, that the following text be added to the bylaws of the OCPL Board of Trustees at the bottom of Section 11 on Committees:

Finance Committee. The Finance Committee is a three-person committee, chaired by the Board Treasurer, which ensures accurate tracking, monitoring, and accountability of funds controlled by the OCPL Board of Trustees; recommends use of Trustee funds; examines financial reports related to OCPL (city and system); reviews and approves of the OCPL budget before it sent to the full Board for their adoption prior to its submission to Onondaga County's Department of Finance; and works with the Executive Director to develop and review policies that are related to OCPL's financial matters.

Mr. Edelstein seconded. The motion passed unanimously.

ADDITIONAL INFORMATION

Mr. Walters gave the Board copies of the July/August 2024 Connect Magazine from WCNY. OCPL's ad is on page 8.

ADJOURNMENT

Ms. Morgan-Baker moved to adjourn the meeting. Mr. Edelstein seconded. Ms. Hurst-Wahl adjourned the meeting at 4:55 p.m.

Respectively Submitted,

Jill Hurst-Wahl
Board President