

MINUTES

OCPL Board of Trustees' Meeting
September 21, 2022
Central Library, Board Room
4:00 p.m.

ATTENDING

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

ALSO PRESENT

C. Zabriskie	A. Schiavulli
G. Cox	A. Thorna
R. Battelle	T. Walters
K. Hayduke	J. Polly
R. Maguire	K. Schellinger
D. Marmor	A. Travis
V. Massulik	M. Van Patten
A. Perrine	

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 June 15, 2022 meeting.

Mr. Mulvey seconded; motion passed unanimously.

PRESENTATION

Dan Smith, Local History/Genealogy

Mr. Smith gave a presentation on the background history of the local history/genealogy department. He stated it began 175 years ago when a city librarian by the name of Ezekiel Mundy built a cataloging system.

The mission of local history/genealogy is to collect, organize and preserve materials for future use throughout the years. He spoke about the precautionary measures they take with their collection in order to keep them in the best possible condition.

He commented that most of the patrons using the Local History/Genealogy area are searching for local Syracuse history for their family tree.

**PRE-READS/
COMMENTS**

He concluded his presentation noting some of the materials that the collection holds.

Ms. Hurst-Wahl inquired if there were any comments from the Board regarding any of the pre-reads they received. The following reports gave a brief highlight.

Executive Director's Report:

Mr. Zabriskie mentioned the Salt City Market has a teaching kitchen. He is hoping to partner with them to do some food literacy programs.

Communications Report

Mr. Zabriskie noted that Communications has been added to the monthly reports to the Board.

Branches/Central:

Branches:

Ms. Marmor reported how well the summer learning programs went this year, with patrons returning to the branches. There was much excitement and joy from all the programming within our libraries again.

Ms. Hurst-Wahl noted that Petit will be having their book sale during the Westcott Street Fair is this upcoming weekend. In the same weekend, Paine is having a fall festival and Beauchamp has an opera event.

Central:

Ms. Battelle mentioned CLRC's partnership with the library to digitize our audio cassettes of interviews with Syracuse civil rights leaders from the 1980s. The County's Human Right's Commission is also interested in digitizing a book they have from the same interviews. They can now be shared on NY Heritage.

Library Operations Report:

Ms. Maguire stated she has been giving training on emergency preparedness, safety and security issues and fire evacuation plans within the city libraries. Mr. Zabriskie mentioned at the System Retreat there were some member libraries who expressed an interest in this type of training from Ms. Maguire as well.

Member Services Report:

Ms. Schiavulli commented that the System Retreat went well. The Syracuse University's portable experience included many great team building events.

Summer Learning Programs: participation rose about 17% this year.

Member Council:

Ms. Van Patten noted that Baldwinsville and NOPL have electric vehicle chargers and worked with ChargePoint on it. If there are any other libraries looking to get them put in their respective locations, Ms. Van Patten and Ms. Travis are more than happy to answer any questions one may have.

FOCL:

Ms. Schellinger thanked Ms. Hurst-Wahl for offering to be a backup introducer for the 1st author of the season. Next lecture author is Yusef Salaam on October 11th.

DISCUSSION

Topics:

a. Library Card Registration Policy- 1st Consideration

Mr. Zabriskie explained in order to help achieve the 1,000 Books Before Kindergarten program we need to change back to children being able to have a library card from birth. He stated loss and loss prevention is not as big of a deal as it used to be in the past.

The revised policy includes added/revised language that covers:

- Adopted/Foster children within a family
- High risk children in a temporary housing
- Emancipated minors
- Trans Community: name changing
Polaris lets us use/add a current name in addition to the birth name in the database as well.
- Online vs. in-person registration
- OnPass: people traveling and passing through

Ms. Morgan-Baker inquired if there was anything specific that covers homeless children. Mr. Zabriskie will look into more language that would encompass what we are looking for.

Ms. Van Patten stated her library works with Vera House and they provide a child with a note so any child can get a card no matter what the situation may be.

Mr. Mulvey inquired about the database including a photo of a patron as well. Mr. Zabriskie noted photos are not mandated and he would like that removed in the revised policy.

There was a discussion on the following topics:

- What data is being collected
- How secure is our database

- If or how that part of the database (e.g., photos) can be removed if that is final decision
- Lessons learned information from previous experiences

b. Resolution by the Onondaga County Public Library Board of Trustees – 1st Consideration

Ms. Hurst-Wahl reviewed the previous practices during COVID regarding public boards being able to meet virtually and how that is no longer the case.

NYS Legislature has made changes to the Open Meetings Law where individual public boards can pass a resolution giving themselves the ability to have hybrid meetings in specific situations with some rules around it. The wording being presented to the Board for their review is from NYS Committee on Open Government and Stephanie Cole Adams who is an attorney that serves many public libraries.

c. Procedures for Extraordinary Circumstances Videoconferencing Pursuant to Public Officers Law § 103-a – 1st Consideration
The wording for the procedures are also from NYS Committee on Open Government.

It was noted that an in-person quorum needs to be met in order for a hybrid option to be offered as part of a meeting. The Board will forward any questions/comments/concerns to Ms. Hurst-Wahl. She will present any changes/additions to the Board for a 2nd consideration at a future meeting.

d. EDI Training Proposal from Marie Pierre and Morgan Strand
Mr. Zabriskie attended a presentation given by Ms. Pierre and Ms. Straud at NYLA's Spring on the Hill Summit in Saratoga back in May.

They did a wonderful presentation on front line library workers in NYS as women of color and are approaching EDI issues that have been experienced by actual frontline workers.

Mr. Zabriskie has had conversations with them about this and would recommend that we review their training proposal. If this is an interest of the Board Mr. Zabriskie would work up the travel costs for the Board's approval.

The Board had the following questions/comments:

- Does their training proposal include implementation/operational support?
 - ❖ Mr. Zabriskie replied he didn't ask for that as part of the training proposal. However, it could potentially be added as a 2nd phase.
- Proposal states they are flexible with the price points.

- ❖ Maybe the implementation can be added to the price point if it is considered that important.
- How do we measure the impact of the training?
- Training not to be limited to race and ethnicity. Should also be looking around age, income and all the things that play into disparities in our communities.
 - ❖ Mr. Zabriskie mentioned he is in early conversations about this topic with the Onondaga Nation.
- Where have they presented this program before?
 - ❖ Mr. Zabriskie replied that have done talks around EDI and libraries at a number of conferences. This is a new service they are providing to libraries and we would be the first one.
- How many staff members does the 2 days of training include?
 - ❖ The proposal is for everyone to get trained.
 - ❖ What does that mean for our service levels over those 2 days?
- What do we want to see happen out of those 2 days?
 - ❖ Maybe need some data points that support their hypotheses.
 - ❖ A breakdown of talking points and the learning outcomes before they come to train staff.
- Is there staff and patrons feedback on this?
 - ❖ Anything that would be helpful to help the trainers to learn more about us.
- This would pertain to city libraries only, but could be a starting point to build out from there to the rest of the libraries within our system.
- The history of libraries is a history of racism. That history needs to be broken.

e. NDIA Grant Update

Mr. Zabriskie stated this grant was a very competitive grant and unfortunately the library didn't get the grant. He didn't receive any feedback from them on why we didn't receive it. The only thing he could figure was that our grant application was based on what we would be doing in partnership with the Onondaga Nation and not what we were already doing with them and building on it. He thinks that is what NDIA were looking for with this particular grant.

Ms. Morgan-Baker inquired if we requested their feedback and suggested we should. She commented if requested they are usually very good at sending the reviewers' comments and the scoring rubric.

Mr. Edelstein inquired about any internal grant writers, any county resources for grant writing or hiring someone on a per diem basis for certain grants.

f. Reading Buddies, Season 2

Mr. Zabriskie explained that this is a really fun puppet program through PBS. PBS approached us to see if we were interested in being one of their sponsors for \$6,500 for the 26 episodes. Mr. Zabriskie will send a link to the Board so they can see what this program entails.

The Board would like to see a list of what the sponsors receive for their sponsorship.

g. OCPL Board Retreat

Mr. Zabriskie was proposing the Board meet possibly in early November for a ½ day retreat to go over some of the things the library does without the time restraints of Board meetings. He would like to get feedback from the Board on what they would like to discuss. He could bring in staff to speak with the Board if there were certain areas of interest.

The Board felt this was a good idea. It was suggested to contact OneGroup in Clinton Square They have a great free space for use, just not sure if available on Saturdays.

h. Double Taxation Survey

Mr. Zabriskie spoke with people at PULISDO, NYLA and Magnarelli's office about this particular bill. It entails where people crossover within taxation districts. This bill is just a survey to assess how much this is happening.

OTHER

Mr. Mulvey spoke about some of the old donor restrictions placed on some of the Board's funds. After doing some research it seems that the Board may be able to begin the process of having some of them removed due to the age of those restriction and the small dollar amount of those particular donations.

Mr. Mulvey offered to look into this with County attorneys to see if we are eligible to be relieved of those donor restrictions since we are publicly chartered. and can present that information at the next Finance Committee meeting.

Ms. Ondrako mentioned a Board Finance Committee meeting is being set in place to meet soon.

RESOLUTIONS

Resolution: 22-19

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves advancing the 2023 draft budget as stated in concept to the County.

Ms. Ondrako seconded; motion passed unanimously.

Resolution: 22-20

Mr. Kochian 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.

Ms. Morgan-Baker seconded; motion passed unanimously.

Resolution: 22-21

Ms. Ondrako moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to M & T Charitable Foundation for up to \$10,000 to support the 2023 Summer Learning Program.

Ms. Kassis seconded; motion passed unanimously.

Resolution: 22-22

Mr. Kochian moved the following resolution:

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Beauchamp Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Betts Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Hazard Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Mundy Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Paine Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction

Aid Program FY2022-2026 for the Onondaga County Public Library Petit Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library Soule Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$21,600 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Onondaga County Public Library White Branch to install security keycard access control; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$37,136 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Manlius Library to upgrade their bathroom; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$10,336 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Northern Onondaga Public Library Brewerton Branch to install EV charging stations; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$12,329 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Northern Onondaga Public Library Cicero Branch to install EV charging stations; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$12,450 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Northern Onondaga Public Library North Syracuse Branch to install EV charging stations; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$827,693 from the New York State \$34 Million Construction Aid Program FY2022-2026 for the Tully Free Library to renovate their building.

Mr. Mulvey seconded; motion passed unanimously.

EXECUTIVE SESSION Mr. Edelstein made the following motion:

Be it Resolved, that per Section 105 of the Public Officers Law, this board shall now move into executive session for purpose of discussing the employment history of a particular person. Attendance at this executive session shall include non-board member Christian Zabriskie.

Ms. Morgan-Baker seconded, motion passed unanimously.
Board entered into executive session at 5:30 pm.

No action was taken.

At 6:11 pm. Mr. Edelstein moved to leave executive session.
Mr. Kochian seconded, motion passed unanimously.

ADJOURNMENT

Ms. Fetyko moved to adjourn the meeting. Ms. Kassis seconded.

Ms. Hurst-Wahl adjourned the meeting at 6:12 p.m.

Respectively Submitted,

Gail M. Cox
Administrative Assistant

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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