

MINUTES

OCPL Board of Trustees' Meeting
September 17, 2025
Central Library, Board Room
4:00 p.m.

ATTENDING

M. Bilbo Coughlin	E. James Mbuqe
L. Dyer	E. Kochian
S. Edelstein	B. Lane
J. Hurst-Wahl	M. Mahar

ABSENT

D. Dixie	E. Gonzalez
T. Mulvey	

ALSO PRESENT

R. Battelle	S. Rorer
A. Perrine	A. Schiavulli

WELCOME

Mr. Edelstein called the meeting to order at 4:01p.m.

PUBLIC COMMENT

No Public Comment

CONSENT AGENDA

Mr. Kochian moved the consent agenda, which includes the minutes from the August 20, 2025 meeting.

Ms. Hurst-Wahl seconded; motion passed unanimously.

DISCUSSION

Executive Director Updates

Ms. Perrine gave updates from her report showing what she has been working on and linking it to OCPL's strategic pathways.

- Marketing – Ms. James Mbuque offered her assistance.
- Staff Morale & Training – Focus has been on the city libraries for the past 6 months. Meetings attended:
 - Staff meetings at all Branch libraries
 - Meetings with the Floating Clerks
 - Meetings with Administration - weekly
 - Ask Amanda Anything Zooms – quarterly

- Quarterly Labor Management Meetings
- Ongoing Union Meetings with Library Unit President – biweekly
- Will be bringing back surveys
- Focusing on Bringing Fun Back to OCPL
- Collegiality- Accountability for behavior toward colleagues.
- Director Trainings – Meetings attended:
 - New System Director Training at State Library
 - Helped plan and attended the Public Library System Directors Organization (PULISDO) conference in Utica.
 - American Library Association (ALA) Conference
 - Ramapo Catskill Library System – Met with staff to see how they run a system. Gained good contacts and insights.
 - Administrator & Manager Training – Talked about the values of OCPL, responsibilities of Managers and Administrators, communication, types of training needed for managers and staff. Tasked the managers with creating a 3-year plan for their library due by mid-November. Will be sharing those with the Board.

Ms. Perrine will be focusing on the System next. Meetings will be set up with all the suburban directors within the next 6 months. She will also be speaking at the NOPL Staff Day.

- Budget Process – Will start talks with the Board in January.
- Joyfully Managed Worklife Sessions – Complementary Workshop Ms. Perrine is currently attending. She will share her experience with the Board once training is completed.
- Executive Coaching – Starts Oct. 1, 2025. Quarterly Mastermind groups start in December.

A short discussion followed regarding circulation numbers.

- Updated Liason List – Will be sent to the Board.
- Staff attendance at Board meetings– No longer required. Ms. Perrine will share information from Board meetings with staff.

Galleries Management Updates

Ms. Perrine gave an overview of the Galleries management/ownership structure. The Galleries is managed by a company out of Rochester, NY and owned by a company in NYC. The Galleries building is currently for sale. There were HVAC issues during the summer which affected the air conditioning and caused closure of the library. These issues and the repair of the units are being addressed. A short discussion followed regarding these matters.

FOCL Updates

Ms. Perrine gave updates, filling in for Ms. Tucker who was out of town. The first author lecture in the 2025-2026 Season is Robert Dugoni, a mystery writer, on Sept. 30th. He will also have an outreach event at Betts Branch Library. Tickets for the lecture are available as well as season tickets. Other authors in the lecture series include Percival Everett, Liz Moore, Natasha Alford, Jodi Kantor, and TJ Klune.

Ms. Perrine has been meeting with Ms. Tucker and feels she has some great ideas for FOCL and OCPL.

1st Consideration – OCPL Staff Dress Policy

Ms. Perrine gave an overview of the current policy with some updates and edits she thought would benefit staff. A short discussion followed with the Board voicing their thoughts and concerns. Ms. Hurst-Wahl has sent Ms. Perrine possible edits. Mr. Edelstein asked Ms. Hurst-Wahl to send those edits to the Board as well. He would like more feedback and suggested Ms. Perrine explore other Systems and their policies. This policy will be brought back for a vote next month.

Ms. Perrine commented on RCLS's (Ramapo Catskill Library System) procedure for policy changes. She explained that they have a Bylaws and Policy Committee that works with the Director to look at the policies. Then the staff is given a 30-day opportunity to evaluate the policy and give feedback. Then it goes to the Board for a final vote without the multiple considerations we currently have. She felt it was something to consider moving forward. She mentioned that the Union would also be weighing in on policy changes. Mr. Edelstein asked the Board to give feedback on the policies and process.

Mr. Kochian talked about some concerning statistics he had read in the iScience Journal. A decline in reading and only 2% of adults reported reading to children every day. He felt this needed to change. He will send out the short version of the iScience Journal to interested Board members.

Ms. Lane reminded the Board of the Finance Committee meeting next month. Calendar invites will be sent.

RESOLUTIONS

Resolution: 25-36

Ms. Hurst-Wahl moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the revised Unattended Child and Vulnerable Individual Policy.

A short discussion followed.

Ms. Bilbo Coughlin seconded; motion passed unanimously.

Resolution: 25-37

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to M & T Charitable Foundation for up to \$15,000 to support the 2026 Summer Learning Program.

Ms. Perrine gave a short overview of the grant.

Ms. Dyer seconded; motion passed unanimously.

Resolution: 25-38

Mr. Kochian moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the 2024 990 Return of Organization Exempt From Income Tax Draft for submission to the IRS.

A short discussion followed.

Ms. Bilbo Coughlin seconded; motion passed unanimously.

Resolution: 25-39

Ms. Hurst-Wahl moved the following resolution:

Resolved, that the OCPL Board of Trustees recommends the application for \$184,500 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Baldwinsville Public Library Cooling Tower Energy Enhancement, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$14,636 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Fairmount Community Library for FCL Bathroom Improvements project, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$205,650 from the New York State \$44 Million Construction Aid Program FY2025-2031 for the Fayetteville Library for New built-in front desk, enlarged staff workspace, and public restroom be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$174,771 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Manlius Library for Courtyard Renovations, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$11,556 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Maxwell Memorial Library for Replacement of Library Roof be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$172,945 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Northern Onondaga Public Library Brewerton for Renovations of the Brewerton Branch, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$15,936 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Onondaga County Public Library Central Library for Access Control, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$62,886 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Onondaga County Public Library White Branch, for LED Lighting Upgrades, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$27,180 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Onondaga Free Library for Flat Roof Replacement, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$5,954 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Salina Free Library LED Lighting Upgrade Phase 2, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$512,243 from the New York State \$44 Million Construction Aid Program FY2025-2031 for Skaneateles Public Library for Roof Construction.

Allocation: \$1,388,257
Recommended: 100%

Ms. Schiavulli gave a brief overview of the construction grant funding and the proposed projects. A short discussion followed.

Ms. Mahar seconded; motion passed unanimously.

MOTION

Resolution: 25-40

Ms. Hurst-Wahl moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the following expenditure from funds previously donated by FOCL and held in the Unrestricted Board Designated Fund for fiscal year 2026: Up to \$4,000 for 2026 System Retreat expenditures.

A short discussion followed.

Ms. Lane seconded; motion passed unanimously.

ADJOURNMENT

Ms. Lane moved to adjourn the meeting. Ms. Bilbo Coughlin seconded.

Mr. Edelstein adjourned the meeting at 5:04 p.m.

Respectively Submitted,

Sharon Rorer
Administrative Assistant

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