



# ONONDAGA COUNTY PUBLIC LIBRARY

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**Elizabeth J. Dailey, Executive Director**

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## MINUTES OCPL BOARD OF TRUSTEES' MEETING

April 16, 2014  
Central Library, Smith Room  
4:00 p.m.

### ATTENDING

K. Alford	A. Lombardi
V. Biesiada	R. Manning
T. Dodge	B. Morgan-Baker
R. Engel	D. Stack
J. Kianka	

### ABSENT

M. Treier

### ALSO PRESENT

E. Dailey	K. Park
G. Cox	S. Reckhow
R. Dunsmore	A. Travis
J. Kalkbrenner	K. Whitney
D. Lewis	W. Fisher
D. Milcarek	D. Hole
K. Osmond	K. McCaffrey

### WELCOME

Ms. Biesiada called the meeting to order at 4:00 p.m.

### CONSENT AGENDA/ APPROVAL OF MINUTES

Ms. Stack moved the consent agenda and the Board minutes of the February 19, 2014 Board meeting.

Mr. Manning seconded, the motion carried unanimously.

### EXECUTIVE DIRECTOR'S REPORT

Ms. Dailey reported on the following topics:

Duck Race: Ms. Dailey passed it over to Ms. Dunsmore to explain the Community Wide Dialog Duck Race event.

Declaration of Libraries: Nationwide effort that is a petition drive. The petitions will be delivered to the White House in May. We are supporting ALA President Barbara Stripling by hosting a signing event on April 25<sup>th</sup> at the OnCenter.

All Staff Day: Ms. Dailey mentioned that it is being held May 2<sup>nd</sup> at the OnCenter and she reviewed the agenda for the day.

**ACTION & DISCUSSION**      **Action Items**

*Resolution: 14-10*

Mr. Kianka moved the following resolution:

**Resolved**, That the OCPL Board of Trustees accepts the 2014 Teen Intern Grant from YALSA and the Dollar General Literacy Foundation in the amount of \$1,000 for the Petit Branch Summer Reading Program.

Mr. Manning seconded, the motion carried unanimously.

*Resolution: 14-11*

Mr. Manning moved the following resolution:

**Resolved**, That the OCPL Board of Trustees ratifies the approval of the expenditure of a minimum of \$400.00 up to \$800.00 from the Unrestricted Board Designated Fund for the purpose of hiring Sally Carmer as a consultant/trainer to work with the library's Director for Administrative Services on specific projects.

Mr. Kianka seconded, the motion carried unanimously.

*Resolution: 14-12*

Mr. Dodge moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the submission of the 2013 State Annual Reports for OCPL and the OCPL system.

Mr. Manning seconded, the motion carried unanimously.

*Resolution: 14-13*

Ms. Lombardi moved the following resolution

**Whereas**, the Onondaga County Public Library Board of Trustees received a bequest from Barbara Trosky in the amount of \$254,723; and

**Whereas**, the Board of Trustees desires to use the funds wisely for the improvement of the Onondaga County Public Library; and

**Whereas**, the Finance Committee of the Board of Trustees has discussed the use of the bequest with other Trustees and library administration; now therefore be it

**Resolved**, that \$221,773 will be invested according to the Board of Trustees Investment Policy; and, be it further

**Resolved**, that of the amount invested, \$95,000 become a named unrestricted board designated fund called the Trosky fund; and, be it further

**Resolved**, that beginning in 2015, a recommendation for expenditures from the Trosky Fund be brought to the OCPL Board of Trustees annually by library administration and the Board Finance Committee for human resources purposes such as: awards for employees and trustees, human resources consulting and coaching, and to support System-wide employee and trustee trainings

Mr. Dodge seconded, the motion carried unanimously.

*Resolution: 14-14*

Mr. Manning moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the expenditure of up to \$25,000 from the Unrestricted Board Designated Fund to support the purchase of the Polaris innovation LEAP for OCPL Central Library, branch, and member libraries.

Ms. Lombardi seconded, the motion carried unanimously.

*Resolution: 14-15*

Ms. Lombardi moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the expenditure of up to \$5,000 from the Unrestricted Board Designated Fund to support human resources activities during 2014 including awards, human resources consulting and coaching and to support system-wide trainings for employees and trustees.

Ms. Stack seconded, the motion carried unanimously.

*Resolution: 14-16*

Ms. Lombardi moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the revised Library Card Registration Policy.

Mr. Manning seconded, the motion carried unanimously.

*Resolution: 14-17*

Ms. Stack moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the revised Fees and Fines Schedule.

Mr. Dodge seconded, the motion carried unanimously.

*Resolution: 14-18*

Ms. Lombardi moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the revised System Borrower Card Policy.

Mr. Manning seconded, the motion carried unanimously.

## **Discussion Items**

- 1) Central Library Reorganization Project: Ms. Biesiada gave a recap of where we are in the process.
- 2) Executive Director's Search: Ms. Biesiada thanked the Board members who are on the Search Advisory Committee. The Board received twelve applications with three not meeting the minimum qualifications. The nine candidates were narrowed down to three. The Search Advisory Committee held the three candidate interviews via Skype and has narrowed it down to one final candidate who will be visiting on May 12<sup>th</sup> and 13<sup>th</sup>. During the two day interview process the candidate will be meeting with the Board and other constituents, along with giving a presentation to the various stakeholders. If the Board feels this candidate is not the right fit for OCPL, they will appoint an interim director while they extend the search process.

### **FOCL**

Ms. Hole announced next year's lecture series lineup. The next two authors for this lecture series is Neil Gaiman on April 29<sup>th</sup> and Eric Schlosser on May 20<sup>th</sup>. FOCL is also accepting season ticket subscriptions for next year's Lecture Series.

### **OCLSD**

Ms. McCaffrey on behalf of OCLSD thanked the Board for approving the expenditure for Polaris innovation LEAP.

### **COMMITTEE REPORTS**

#### Government Relations

Mr. Manning reviewed the past and present activities of the committee.

### **PRESIDENT'S REPORT**

Ms. Biesiada commented on the Ossie Golden/Trustees Award ceremony and recipient Shanti Shoemaker. She also mentioned that Christina Ondrako is the new Board appointee, her name will go to the May 6<sup>th</sup> Legislature meeting for approval.

### **EXECUTIVE SESSION**

Ms. Stack moved to go into executive session to discuss a real estate matter.

Ms. Lombardi seconded, the motion carried unanimously.

No action was taken.

Mr. Manning moved to adjourn executive session.

Mr. Kianka seconded, the motion carried unanimously.

### **ADJOURNMENT**

Ms. Lombardi moved to adjourn the meeting.

Ms. Biesiada adjourned the meeting at 5:00 p.m.

Gail M. Cox  
Administrative Aide