

MINUTES  
**OCPL BOARD OF TRUSTEES' MEETING**

August 17, 2016  
Central Library, Board Room  
4:00 p.m.

**ATTENDING**

K. Alford	C. Ondrako
V. Biesiada	D. Stack
T. Dodge	M. Treier
A. Lombardi	M. Tucci

**ABSENT**

R. Engel	B. Morgan-Baker
R. Manning	

**ALSO PRESENT**

S. Mitchell	J. Park
G. Cox	H. Sammons
M. DeLaney	A. Travis
D. Lewis	J. Billings
S. Reckhow	S. Kushner

**WELCOME**

Ms. Biesiada called the meeting to order at 4:03 p.m.

**CONSENT AGENDA/  
APPROVAL OF MINUTES**

Mr. Dodge moved the consent agenda, which includes the minutes from the June 15, 2016 meeting.  
Ms. Lombardi seconded, the motion carried unanimously.

**PRESENTATIONS**

Local History/Genealogy: Ms. Sammons reported on the digitization project, the unique pieces the department has in their collection and gave an overview of the collaborative project with NOPL and the North Syracuse School District yearbooks. She also mentioned that they are looking into ways to make their collection easier for patrons to browse.

Children's Services: Ms. Park spoke about the Summer Reading Program. She also showed some samples of the new mobile makerspace items and play kits, which can be reserved within the system. Ms. Park thanked the drivers for all their help in delivering these items from location to location.

**EXECUTIVE DIRECTOR'S  
REPORT**

Ms. Mitchell reported on the following topics:

Central Library Renovation updates:

Since the renovations, staff have noticed new patrons are using the library. Ms. Mitchell explained the new program Ms. Battelle started,

which includes a 5 minute meditation session. She also mentioned that now with a street presence the library is noticing a younger clientele taking advantage of the new spaces as well.

Ms. Mitchell gave an update on the furniture for the 1<sup>st</sup> floor and children's area. She explained all the aspects of the children's space and gave an updated timeline regarding the build outs in that area.

#### Projects and Collaborations:

NYS Central Libraries Directors' meeting was hosted at the Central library on 8/12. The group loved the space, especially the Makerspace and Children's area in particular.

Literacy Coalition: In collaboration with the Literacy Coalition a library billboard was put up for a month on I690 and received a lot of positive feedback.

CNY READS: Their book choice will be one of the authors from the FOCL lecture series.

Downtown Farmer's Market: a lot of engaging pieces have been added and it has been going great for the library.

LeMoyne College: Ms. Mitchell wrote a letter of support for LeMoyne's national science foundation grant application. It will provide a scholarship for students getting into the STEM education field at LeMoyne. If they receive the grant LeMoyne would provide the library with interns to work in our makerspace.

#### Budget and Fundraising:

Ms. Mitchell commented on the wonderful job Mr. DeLaney has been doing with our NYS development grant.

National Grid incentives: We will be receiving \$30,000 for updating lighting and will receive more funds down the road for updating the Hvac system as well.

#### Personnel:

Civil Service lists: Waiting for the most current civil service lists to come out for some of the library's job titles.

Continuing Education: Jerry Nichols, teaches an advanced certificate in library administration and will be at the Pioneer Library teaching this program. Neighboring systems such as ourselves can participate in the program, however, the cost for one to complete the certification is \$6,800 and takes 2 ½ years to complete. It would count towards civil service credit and it is good to have on one's resume. The library is looking into some grant opportunities to help defray the majority of the cost for some staff that would be interested in taking this coursework.

#### Member Services:

The last meeting was held on June 7<sup>th</sup> at Arrowhead Lodge. The next meeting is scheduled for September 13<sup>th</sup>. The new Membership Council seems to be going well so far. This is newly formed group is where OCSLD would send their recommendations to be addressed.

**ACTION**

**Action Items**

*Resolution: 16-12*

Ms. Treier moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the elimination of children’s fines for Central and branch libraries.

Ms. Ondranko seconded, the motion carried unanimously.

*Resolution: 16-13*

Mr. Dodge moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the grant application submission to the American Honda Foundation for \$60,503 to purchase materials needed for the creation of new Mini Maker STEM camps for children at branches: Beauchamp, Mundy, White and Soule libraries.

Ms. Tucci seconded, the motion carried unanimously.

*Resolution: 16-14*

Ms. Stack moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the Finance Committee’s recommendation to expend up to \$3,000 to retain legal counsel to review Board financial policies.

Ms. Ondrako seconded, the motion carried unanimously.

*Resolution: 16-15*

Mr. Dodge moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves the submission of the OCPL Plan of Service, 2017 – 2020, to the New York State Division of Library Development.

Ms. Stack seconded, the motion carried unanimously.

*Resolution: 16-16*

Ms. Stack moved the following resolution:

**Resolved,** That the Board of Trustees approves the submission of the OCPL Free Direct Access Plan to the New York State Division of Library Development in fulfillment of Commissioner’s Regulation 90.3 (a) through (d) (4).

Ms. Treier seconded, the motion carried unanimously.

*Resolution: 16-17*

Mr. Alford moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves up to \$6,000 as the second phase of the Board’s capacity building/strategic planning.

Ms. Stack seconded, the motion carried unanimously.

### **Discussion Items**

2nd Quarter Forecast: Mr. DeLaney reviewed the 2<sup>nd</sup> quarter forecast handout.

FOCL

Ms. Billings reported that there will be a Lecture Series kickoff event at the Chancellor's house on October 6<sup>th</sup>.

Highlights:

FOCL will have a display at each lecture highlighting what libraries are all about. They want to make lecture patrons more aware of the purpose of having these lectures.

Membership: They are going back to a membership organization and are rolling that out and trying to veer into more fundraising and this will take some time to build that base of donors.

OCSLD

Mr. Kushner gave the following suburban library update reports:

NOPL: its popup library is very successful with 25 bookings so far.

Maxwell: 2 staff members and a volunteer are starting a MLS program this fall.

Onondaga Free: collaborated with the Best Buy and in August held a 2 day geek squad academy the middle school.

DeWitt: Lawsuit Update- NYS Supreme court filed in favor of DeWitt and Mr. Murphy is appealing that verdict.

LaFayette: starting the 2<sup>nd</sup> phase of their construction.

### **COMMITTEE REPORTS**

Government Relations

Mr. Dodge reviewed the past and current events of the committee.

Strategic

Mr. Alford updated the Board on the last strategic planning committee's work and what the committee is expecting to accomplish in phase 2 of the process. It was determined that Ms. Aldrich-Smith will be the best fit to complete this phase.

### **PRESIDENT'S REPORT**

Ms. Biesiada congratulated Mr. Alford's on his new position at Syracuse University's School of Social Work.

Ms. Treier moved to adjourn the meeting.

### **ADJOURNMENT**

Ms. Biesiada adjourned the meeting at 5:15 p.m.

Gail M. Cox  
Administrative Assistant