



# ONONDAGA COUNTY PUBLIC LIBRARY

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**Susan Mitchell, Executive Director**

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## MINUTES OCPL BOARD OF TRUSTEES' MEETING

February 17, 2016  
Central Library, Level 3 Alcove  
4:00 p.m.

### ATTENDING

V. Biesiada	A. Lombardi
T. Dodge	C. Ondrako
R. Engel	D. Stack

### ABSENT

K. Alford	M. Treier
R. Manning	M. Tucci
B. Morgan-Baker	

### ALSO PRESENT

S. Mitchell	J. Kalkbrenner
G. Cox	D. Lewis
K. Coffta	S. Reckhow
M. DeLaney	J. Billings

### WELCOME

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

### CONSENT AGENDA/ APPROVAL OF MINUTES

Ms. Lombardi moved the consent agenda, which includes the minutes of the January 20, 2016 Board meeting.  
Ms. Stack seconded, the motion carried unanimously.

### EXECUTIVE DIRECTOR'S REPORT/DISCUSSION

Ms. Mitchell reported on the following topics:

#### **Fundraising and Collaborations:**

Literacy Coalition Collaboration: Literacy Coalition will also sponsor Learn and Play centers for Mundy and SWCC, in addition to Central Library this year. They are also looking to add some more libraries within the next few years.

Early Childhood Alliance: Ms. Mitchell explained the purpose of this group and how they have put together a kit that would get delivered to new parents. She mentioned how the library will be including a manipulative toy in the kit.

NYS Broadband Initiative and Digital Inclusion: working on a system-wide proposal to improve access to computers, internet connectivity, home internet and technology training. The proposal would be tied into the national, state and local broadband initiatives to help strengthen the services we already provide.

**Personnel:**

- Ms. Mitchell introduced Kathy Coffta, new Communications Director.
- Outreach and Programming Librarian (Librarian II- Central): Mark Allnatt has accepted the position.
- Other open positions:
  - Personnel Director: is still in progress.
  - Youth Services Librarian Instruction (Librarian I- Central): working on the VRR for this position
  - Coordinator of Training and Instruction (Librarian II- Soule): working on this.
  - Branch Managers: Soule and Petit (Librarian III): waiting for the VRRs from County
  - Administrative Aide: working on the VRR for this position

**Central Renovation Budget Update:**

In the process of reworking the budget, since we are now encumbering items much earlier to have a better look at where we are at any given time.

**System Plan of Service:** worked on 1st draft of the new format and will roll it out soon to the Board and the member directors.

**DISCUSSION**

**Discussion Items**

Central Library Renovation Project: Ms. Mitchell gave an update on the following items:

- an overview of what will be happening during the week of February 22<sup>nd</sup> when we move onto level 3 and the 2<sup>nd</sup> floor annex
- services we will be providing while during that timeframe
- progress of the 1<sup>st</sup> floor

Ms. Biesiada thanked Ms. Mitchell for all her efforts in keeping the timelines in tact as much as she possibly can.

Ms. Stack inquired on how the consolidations have been working out for the library with all the new processes in place.

Branch Renovation Updates: Ms. Reckhow mentioned that the mini-bids did go out for the Betts library renovation and work should start in September.

**FOCL**

Ms. Billings unveiled the family lecture posters. The lecture will be held on April 16<sup>th</sup>.

**COMMITTEE REPORTS**

Government Relations

Mr. Dodge reviewed the past and future activities of the committee.

Finance Committee

Ms. Lombardi reviewed the Finance Committee’s handout. She gave an overview of what the state is looking for when they do their audits within public library systems and our processes and policies. Mr. Engel felt that the Committee is moving in the right direction.

Ms. Lombardi moved to adjourn the meeting.

**ADJOURNMENT**

Ms. Biesiada adjourned the meeting at 4:55 p.m.

Gail M. Cox  
Administrative Assistant