

MINUTES
OCPL BOARD OF TRUSTEES' MEETING

June 15, 2016
Central Library, 3rd floor Alcove
4:00 p.m.

ATTENDING

K. Alford	B. Morgan-Baker
V. Biesiada	C. Ondrako
T. Dodge	D. Stack
R. Engel	M. Treier
A. Lombardi	

ABSENT

R. Manning	M. Tucci
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ALSO PRESENT

S. Mitchell	M. DeLaney
G. Cox	D. Lewis
K. Coffta Sims	S. Reckhow

WELCOME

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

**CONSENT AGENDA/
APPROVAL OF MINUTES**

Ms. Lombardi moved the consent agendas, which includes the minutes from the May 18, 2016 meeting.
Ms. Treier seconded, the motion carried unanimously.

**EXECUTIVE DIRECTOR'S
REPORT/DISCUSSION**

Ms. Mitchell reported on the following topics:

Projects and Collaborations:

Literacy Coalition/FOCL - Billboard Campaign Project: The first billboard will go up at the end of June on I690 with our new logo.
FOCL: gave a donation of \$60,000.

Downtown Farmer's Market: 1st week went very well and we will have a booth there for the whole season. Ms. Mitchell acknowledged Ms. Coffta Sims, Ms. Park and Mr. Allnatt for their work in getting this outreach initiative together.

SU's Ischool Recruitment: In discussions with SU on how to attract a more diverse student group into their MLIS program for librarianship and the possibility of internships with the library in order for them to obtain some professional experience as well.

Donation: we received the rest of the donation for the Central Library children's area renovation.

National Grid: reimbursements should be forthcoming soon.

Empire State Development Grant: Ms. Mitchell gave an update on where we are in the grant process and that we have received the first check.

Staff Training: A number of staff have chosen to take Narcan training on their own.

Security: The new company is still in a transition period and we are still working out the bugs.

Personnel:

Rene Battelle is Central's new Youth Services Librarian.

Dragana Drobnjak has accepted a youth services librarian position at the Hazard branch.

Jane Kalkbrenner: is now the Petit Branch manager.

VRR's Approved:

Administrative Aide position: Currently recruiting/interviewing for this position.

Administrative Intern position: will be recruiting for this position soon.

VRRs: Ms. Mitchell explained why some VRR's have been held open longer than usual.

Central Renovation Budget:

- Operating budget: is in good shape
- Central Construction: we've realized much of our income by closing out grants

OCPL Member Services Council: Ms. Mitchell explained the newly created Member Services Council. They held their 1st meeting in June at Arrowhead Lodge. Ms. Mitchell commended Ms. Travis for her great job in putting the Plan of Service information together.

Children's Fines: Ms. Mitchell explained the details regarding the proposed elimination of children's fines from Central and city branch libraries. This would not include the elimination of charges for lost items. However, a child would never be blocked from checking out an item, but may be limited to how many they could check out.

Policies: Ms. Mitchell mentioned with the new renovation the library will be updating policies accordingly.

ACTION & DISCUSSION

Resolution: 16-06

Action Items

Mr. Dodge moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the final report from project year 3 of the 3 year NYS Family Library Grant: Summer Reading Program @ OCPL.

Ms. Lombardi seconded, the motion carried unanimously.

Resolution: 16-07

Mr. Engel moved the following resolution:

Resolved, That the OCPL Board of Trustees approves advancing the 2017 draft budget as stated in concept to the County.

Mr. DeLaney and Ms. Mitchell reviewed the 2017 draft budget handout.

Ms. Treier seconded, the motion carried unanimously.

Resolution: 16-08

Ms. Stack 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 \$60,000, which will support construction and programming needs.

Mr. Alford seconded, the motion carried unanimously.

Resolution: 16-09

Ms. Treier moved the following resolution:

Resolved, that the OCPL Board of Trustees accepts the donation of \$125,000 for the Central Library’s renovation project for the build of the children’s space and activities.

Ms. Lombardi seconded, the motion carried unanimously.

Discussion Items

Central Library Renovation Update: Ms. Mitchell gave an update on the construction timeline and when the children’s build outs are looking to be completed. Looking at the end of August for the grand opening.

Branch Updates:

Betts Branch: Ms. Reckhow stated that the window and door replacements will begin in September, with the interior upgrades beginning in November.

Beauchamp Branch: Ms. Reckhow reported that the paperwork is just about complete and once the State receives it, construction can begin. We will have 5 years to complete the renovations.

Plan of Service: Ms. Travis reviewed the POS draft document that the State requires of systems every 5 years.

COMMITTEE REPORTS

Finance

Ms. Lombardi reviewed the finance committee’s handout. She discussed the financial policies that they are looking to put into place. She mentioned that the Committee also met with NBT for their annual review.

Motion:
Resolution: 16-10

Ms. Lombardi moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the finance committee’s recommended amendments to the Board’s Investment Policy Statement.

Mr. Dodge seconded, the motion carried unanimously.

Government Relations

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

Strategic

Mr. Alford updated everyone on where they are in the strategic process, with Phase I completed. Ms Mitchell reviewed the Committee’s suggestions for the new mission and vision statements. The Board gave their input for the new mission and vision statement.

Motion:
Resolution: 16-11

Mr. Alford moved the following resolution:

Resolved, That the OCPL Board of Trustees approves to adopt the recommendations of the new mission and visions statements and to not charge fines on children’s cards from fines accrued from Central and branches materials only.

Ms. Treier seconded, the motion carried unanimously.

PRESIDENT’S REPORT

Ms. Biesiada reminded everyone to think about nominations for the 2017 Slate of Officers.

Ms. Treier moved to adjourn the meeting.

ADJOURNMENT

Ms. Biesiada adjourned the meeting at 5:22 p.m.

Gail M. Cox
Administrative Assistant