



ONONDAGA COUNTY PUBLIC LIBRARY

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Susan Mitchell, Executive Director

MINUTES OCPL BOARD OF TRUSTEES' MEETING

March 18, 2015
Central Library, Board Room
4:00 p.m.

ATTENDING

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

ABSENT

R. Manning	M. Treier
B. Morgan-Baker	

ALSO PRESENT

S. Mitchell	K. Osmond
G. Cox	K. Park
J. Kalkbrenner	S. Reckhow
D. Lewis	C. Johnson
D. Milcarek	W. Fisher

WELCOME

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

CONSENT AGENDA/ APPROVAL OF MINUTES

Mr. Dodge moved the consent agenda, which includes the minutes of the February 18, 2015 Board meeting.
Ms. Tucci seconded, the motion carried unanimously. (Mr. Alford and Ms. Stack were not present at the time of the vote.)

EXECUTIVE DIRECTOR'S REPORT/DISCUSSION

Ms. Mitchell reported on the following topics:

Personnel: She gave an update on the Account Clerk I position in the Business office and announced the new employees within OCPL.
Rich Schuler, Building Maintenance Supervisor
Aaron Neslin, Administrative Intern

Matt DeLaney will take over as the Administrative Director in May.

Central Library's All Staff Day: She thanked the Board for allowing everyone in the Central Library building to have the opportunity to attend and discuss the various aspects of the renovation project. The day worked out extremely well.

Budget: the branch infrastructure funding will be placed back into the regular budget.

Facilities:

Central: still watching the increase in incidents at the Central Library.

Branches: They are still gathering information needed to move forward with the branch projects. She also gave an update on the dog incident at Petit.

ACTION & DISCUSSION

Resolution: 15-05

Action Items

Mr. Engel moved the following resolution:

Resolved, That the OCPL Board of Trustees approves to add Gail Cox, Administrative Assistant; and Gloria Steen, Account Clerk 1; and retain, Susan Mitchell, Executive Director; and Doreen Milcarek, Central Library Administrator and Susan Reckhow, Administrator for Branches and Initiatives: as a staff person of the Onondaga County Public Library authorized to sign checks drawn on the following accounts (below):

- Onondaga County Public Library Checking Account #7748132 at Summit Federal Credit Union; and, be it further

Resolved, That the OCPL Board of Trustees approves to removes Jay Kianka, former OCPL Board Treasurer and retain Susan Mitchell, Executive Director; Doreen Milcarek, Central Library Administrator; Susan Reckhow, Administrator for Branches and Initiatives and Christina Ondrako, OCPL Board Treasurer authorized to sign checks drawn on the following Trustees account including the transfer of funds to/from the investment, money market, and checking accounts.

- Onondaga County Public Library Trustees Gift Fund Checking Account #614 218 590 at NBT Bank

Ms. Tucci seconded, the motion carried unanimously.

Resolution: 15-06

Mr. Engel 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.

Discussion Items

Central Library Renovation Project:

- ◆ Interior Design Bid: Ms. Mitchell reported that HKK was awarded the contract. Terrie King, HKK will be the person working on the Central Renovation Project.
- ◆ Construction Bid: Ms. Mitchell stated that the bids went out for the 1st phase of construction. She also discussed the moving of furniture to auction.

- ◆ Fundraising: working on some of the materials for a mini Capital Campaign including a new policy regarding naming opportunities
- ◆ Central Library Leases: Mr. Fisher gave an update on where they are in the lease process.
- ◆ Other:
Ms. Milcarek gave an update regarding furniture, workflows and the internal plans and phases. She reported that Marisa Conner from Baltimore Public Library, who is an expert on children's interactive play, will be visiting to meet with the children's librarians and Central folks as well.

OCSLD

Ms. Johnson reported that at the March OCSLD they voted to support turning on the automatic renewal option, which is a new feature in Polaris. The suburban libraries will be bringing it back to their respective Boards for approval and it is expected to be up and running by 2016.

COMMITTEE REPORTS

Finance Committee

Ms. Lombardi reviewed the finance committee's handouts.

PRESIDENT'S REPORT

Ms. Biesiada encouraged everyone to contact the governor's office advocating to keep the additional 5 million that is placed in the budget for libraries.

Ms. Stack discussed the Communication Plan given in the board packet.

Ms. Stack moved to adjourn the meeting.

ADJOURNMENT

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

Gail M. Cox
Administrative Aide