



ONONDAGA COUNTY PUBLIC LIBRARY

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Susan Mitchell, Executive Director

MINUTES OCPL BOARD OF TRUSTEES' MEETING

May 18, 2016
Central Library, 3rd floor Alcove
4:00 p.m.

ATTENDING

V. Biesiada	B. Morgan-Baker
T. Dodge	D. Stack
A. Lombardi	M. Tucci

ABSENT

K. Alford	C. Ondrako
R. Manning	M. Treier
R. Engel	

ALSO PRESENT

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

WELCOME

Ms. Biesiada called the meeting to order at 4:10 p.m.

CONSENT AGENDA/ APPROVAL OF MINUTES

Ms. Lombardi moved the consent agendas, which includes the minutes from the April 20, 2016 meeting.
Mr. Dodge seconded, the motion carried unanimously

EXECUTIVE DIRECTOR'S REPORT/DISCUSSION

Ms. Mitchell reported on the following topics:

Projects and Collaborations:

CenterState CEO: Ms. Mitchell met with Mr. Robinson from CenterState to discuss the library's digital inclusion program and possible economic inclusion funding. He is very interested in the program.

Downtown Farmer's Market: Ms. Coffta Sims met with organizers for the Market. She explained where the library booth will be located and the types of things the library will be doing while at the market. The Market's theme this year is: Children's Literacy.

LeMoyne College: Ms. Mitchell and Mr. Allnatt met with representatives from LeMoyne to discuss possible literacy based themed lectures that some of their faculty could provide to the

community. Such as: financial literacy, civic literacy, etc. to offer within the various libraries. This will be a pilot project and the library will build from there.

SU's iSchool Recruitment: Ms. Mitchell met with Ms. Hurst who is a faculty member at the iSchool to discuss how to recruit more diverse students into the library program and potentially offer some type of training to gain practical experience.

CLRC: through CLRC we are part of an opioid taskforce. Some of the staff is getting Narcan training on their own so they would have experience in how to administer it, if need be. The training gives you a kit, which includes information on the appropriate time to administer it to someone.

Budget/Fundraising:

NYS Construction Grant: Mr. DeLaney has submitted all the final reports and we will be closing them out.

Empire State Development Grant: Mr. DeLaney submitted the first application for reimbursement for the Central Renovation Project.

Security: Ms. Mitchell reported that Denog Security has won the county bid. So they will be the new security company for the library.

Personnel:

Youth Services Librarian: René Battelle, director at Marcellus has accepted the position.

Youth Services Librarian Candidate #2: We offered her the branch youth services position that was open at Hazard.

Soule Branch Manager: Joanne Teska from Paine branch has accepted the position.

Coordinator of Training and Instruction: is being filled with a transfer from Hazard to assume this position.

VRR's Approved:

Administrative Aide position: This is a back fill from the Business Office move. This position will assist Mr. DeLaney and Ms. Reckhow.

Administrative Intern position: was approved as an 18 month position. This position can be filled with anyone who has a master's degree and it will help new grads to acquire professional librarian experience needed for the Librarian I exam.

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 Organization: we are in the works of drafting by-laws and creating a structure for this organization. This organization will meet 4x a year with subcommittees meeting in-between. The 1st meeting will be held on June 7th at Arrowhead Lodge.

Tech Survey: The survey was just completed and results are being gathered. 30 out of 32 locations responded and we already see there is

an overwhelming need for trainers that can be deployed to the member and branch libraries with mobile training labs to teach technology classes.

Policies: Ms. Mitchell reviewed the policies check list from the new NYS Library Trustees Handbook and mentioned the various policies that still need to be set in place by the Board.

DISCUSSION

Discussion Items

Central Library Renovation Update:

- Moved to the 1st floor and off the 2nd floor.
- First floor furniture will be coming in over the next several weeks.
- 2nd floor construction will finish by the end of June
- Grand opening by the end of July.

1st Quarter Forecast: Mr. DeLaney explained the various lines within the 1st quarter forecast handout.

FOCL

Ms. Billings mentioned they will be presenting OCPL with a \$60,000 donation at the George Saunders lecture on May 24th. FOCL is in the process of restructuring a bit and will also be concentrating on fundraising outside the Lecture series. She also mentioned that subscriptions for the next season will be out by next week. The Board thanked FOCL for their continuous support.

OCSLD

Mr. Kushner mentioned all the libraries that were up for a budget vote passed and the Town of Dewitt approved DeWitt Library's site plans.

COMMITTEE REPORTS

Government Relations

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

Finance

Ms. Lombardi mentioned that the Committee has two meetings scheduled, one to go over policies and the other to review the investments.

Mr. Dodge moved to adjourn the meeting.

ADJOURNMENT

Ms. Biesiada adjourned the meeting at 5:10 p.m.

Gail M. Cox
Administrative Assistant