MINUTES
OCPL BOARD OF TRUSTEES’ MEETING

October 19, 2016
Central Library, Board Room
4:00 p.m.

ATTENDING
V. Biesiada
T. Dodge
R. Engel
A. Lombardi
R. Manning
B. Morgan-Baker
D. Stack
M. Treier
M. Tucci

ABSENT
C. Ondrako

ALSO PRESENT
S. Mitchell
G. Cox
K. Coffta Sims
M. DeLaney
J. Hurst-Wahl
D. Lewis
S. Reckhow
A. Travis

WELCOME
Ms. Biesiada called the meeting to order at 4:05 p.m.
Introduction: Ms. Biesiada introduced Jill Hurst-Wahl, who will be joining the Board in December to fulfill the rest of Mr. Alford’s term. Ms. Hurst-Wahl gave a brief background history about herself. Mr. Manning was given a warm welcome back.

CONSENT AGENDA
Mr. Manning moved the consent agenda, which includes the minutes from the September 21, 2016 meeting.
Mr. Dodge seconded, the motion carried unanimously. (Ms. Lombardi was not present at the time of the vote.)

APPROVAL OF MINUTES

EXECUTIVE DIRECTOR’S REPORT
Ms. Mitchell reported on the following topics:

Personnel:
Currently interviewing: Director of Information Systems and for the children’s librarian at Paine branch.
VRR approvals pending: Administrative Intern/ILS Manager and the Director of Information System.
County Retirement Incentive: Paperwork deadline is October 21st with the retirement deadline of Dec 31, 2016. We have 6 staff ready to retire including Deb’s position. There were discussions on the potential impact with the reductions in staff and the amount of salary savings each county department is expected to achieve.
M & T Grant- game through for Summer Reading Program for 2017.
Community Development Block Grant: We are applying for this grant in hopes to expand the LeadTech program to Central and White Branch.

NYLA Conference: is November 2-5, 2016 in Saratoga Springs all are invited to attend.

**ACTION**

**Action Items**

*Resolution: 16-20*

Ms. Treier moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to the City of Syracuse Department of Neighborhood and Business Block Grant (CDBG) for 2017-18 for up to $165000 for the Young Technology Leaders Workforce Development Program (LeadTech).

Mr. Dodge seconded, the motion carried unanimously. (Ms. Ondrako wasn’t present at the time of the vote.)

*Resolution: 16-21*

Ms. Tucci moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the 2017 Legal Holiday Calendar as proclaimed by County Executive Joanne M. Mahoney to be observed in accordance with present Federal and New York State Law and Library Closings as follows:

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Day</th>
<th>Date</th>
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<tbody>
<tr>
<td>New Year’s Day</td>
<td>Monday</td>
<td>January 2 (observed)</td>
</tr>
<tr>
<td>Martin Luther King</td>
<td>Monday</td>
<td>January 16</td>
</tr>
<tr>
<td>Lincoln’s Birthday*</td>
<td>Monday</td>
<td>February 13</td>
</tr>
<tr>
<td>Washington’s Birthday</td>
<td>Monday</td>
<td>February 20</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>Monday</td>
<td>May 29</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Tuesday</td>
<td>July 4</td>
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<tr>
<td>Labor Day</td>
<td>Monday</td>
<td>September 4</td>
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<tr>
<td>Columbus Day*</td>
<td>Monday</td>
<td>October 9</td>
</tr>
<tr>
<td>Veteran’s Day</td>
<td>Friday</td>
<td>November 10 (observed)</td>
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<tr>
<td>Thanksgiving Day</td>
<td>Thursday</td>
<td>November 23</td>
</tr>
<tr>
<td>Day After Thanksgiving</td>
<td>Friday</td>
<td>November 24</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>Monday</td>
<td>December 25</td>
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</tbody>
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*Lincoln’s Birthday and Columbus Day will be observed as floating holidays for all non-institutional personnel. All county departments will remain open for business on Monday, February 13 and Monday, October 9.

**Library Closings**

<table>
<thead>
<tr>
<th>Saturdays</th>
<th>Sundays</th>
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</thead>
<tbody>
<tr>
<td>May 27 Mem. Day weekend</td>
<td>April 16</td>
</tr>
<tr>
<td>Sept. 2 Labor Day weekend</td>
<td>May 28</td>
</tr>
<tr>
<td></td>
<td>June 11, 18, 25</td>
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<tr>
<td></td>
<td>July 2, 9, 16, 23, 30</td>
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<td></td>
<td>August 6, 13, 20, 27</td>
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</tbody>
</table>
Mr. Dodge seconded, the motion carried unanimously. (Ms. Ondrako wasn’t present at the time of the vote.)

FOCL

Ms. Biesiada reminded everyone the Emily St. John Mandel Lecture is November 1st.

Discussion Items

1) Central Library Renovation Updates:
   Ms. Mitchell mentioned the stairs should be open by next Monday. Bouley associates will be installing the children’s’ facades next week. They are also installing a glass wall in the alcove area on level 2. The furniture pieces for the children’s area will be delivered in the next 2 weeks.
   RFID security system: waiting for the RFP to go out to procure the new gates.

COMMITTEE REPORTS

Government Relations
Mr. Dodge reviewed the past and future events. Leg. Breakfast will be December 9th, 8:30-10:00 in the Central Library, Community Room.

Strategic Planning
Ms. Stack mentioned the committee will be working on reevaluating the purpose of Phase 2 to think more about the importance of sustainability for the organization, while keeping our new mission and vision in mind.

Finance
Ms. Mitchell gave an update on the Board financial policies and the upcoming meeting with the lawyers regarding these policies.

PRESIDENT’S REPORT
Ms. Biesiada presented Ms. Lewis with an appreciation gift on behalf of the Board.
Slate of Officers: Ms. Biesiada mentioned she is accepting nominations and the Slate of officers will be put up to vote in January, since there will be new Board members starting at that time.

Executive Session
Ms. Biesiada moved to go into executive session to discuss a personnel matter pertaining to a particular employee’s history and to also discuss a litigation matter, with no action taken.

Mr. Dodge seconded, the motion carried unanimously.

Mr. Dodge moved to exit executive session, with no action taken to go back into open session.
Ms. Morgan- Baker seconded, the motion carried unanimously.
Ms. Stack motioned to adjourn open session.

Mr. Dodge moved to exit executive session and back to open session. Ms. Morgan-Baker seconded, all in favor.

**ADJOURNMENT**

Ms. Stack motioned to adjourn open session
Ms. Biesiada adjourned the meeting at 5:40 p.m.

Gail M. Cox
Administrative Assistant