

MINUTES  
**OCPL BOARD OF TRUSTEES' MEETING**

August 23, 2017  
Central Library, Board room  
4:00 p.m.

**ATTENDING**

V. Biesiada	R. Manning
T. Dodge	B. Morgan-Baker
R. Engel	D. Stack
J. Hurst-Wahl	M. Treier
E. Kochian	

**ABSENT**

C. Ondrako	M. Tucci
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**ALSO PRESENT**

S. Mitchell	J. Park
G. Cox	S. Reckhow
M. Backus	A. Travis
K. Coffta	G. Wisniewski

**WELCOME**

Mr. Kochian called the meeting to order at 4:05 p.m.

**CONSENT AGENDA/  
APPROVAL OF MINUTES**

Mr. Dodge moved the consent agenda, which includes the minutes of the June 21, 2017 Board meeting.  
Mr. Engel seconded, the motion carried unanimously.

**EXECUTIVE SESSION**

At 4:07 p.m. Ms. Biesiada made a motion to go into executive session to discuss a personnel matter, relating to particular persons.

Ms. Treier seconded, the motion carried unanimously.

At 4:58 pm Mr. Manning moved to close executive session and reconvene into open session with no action was taken.

Ms. Stack seconded, the motion carried unanimously.

**EXECUTIVE DIRECTOR'S  
REPORT/DISCUSSION**

Ms. Mitchell reported on the following topic:

Membership Council Meeting/Poverty Simulation: On Tuesday, September 12<sup>th</sup> there will be a Membership Council meeting in the morning and a poverty simulation in the afternoon.

Summer Learning Program: just completed the SLP with great success and statistics from all the locations will be compiled soon.

Jamesville Prison Book Dispenser: is now operational and there is a local effort to possibly bring the prison under the sheriff's office.

Van Wraps: should be installed soon. One wrap is library focused and the other is early literacy focused, which is a collaboration with the early Childhood Alliance.

Member Libraries: Ms. Mitchell and Ms. Travis have been doing training and outreach over the summer on various state resources with some of our member libraries.

Security Update: We had an emergency security procurement that took us to the end of August with the option to extend it up to two times for a three month period. We added on a three month extension to the current contract and are working with purchasing on a formal bid/RFP process.

Personnel: At our request, Personnel facilitated some informational sessions for taking civil service exams in our branch libraries back in June. Personnel noticed some of those participants names were also on the lists for taking some of the recent exams that were given.

Budget: We haven't heard anything back yet. The Library will be presenting their budget to the Legislature on September 21<sup>st</sup> at 1:00 p.m.

Central Library Remodel: finalizing the last payments and realizing the final income from the state development grant.

State and Regional News: Ms. Biesiada presented a session on paid family leave at the PULISDO conference.

Items PULISDO will be discussing over the next year or two are:

- consolidation of library systems services
- shared ILS

Ellen Bach Update: One of our EINs has been consolidated into the EIN we use for our system reports.

Ms. Park and Ms. Mitchell are planning on meeting with Ms. Bach in Albany soon to keep everything moving forward.

Strategic Planning: We received some valuable information from the responses we received from strategic planning survey.

Branch Projects: Ms. Mitchell reviewed the branch projects handout and the funding sources for them.

## **ACTION/DISCUSSION**

### **Action Items**

*Resolution: 17-22*

Mr. Manning moved the following resolution:

**Resolved,** That the OCPL Board of Trustees acknowledges and thanks Assemblyman Stirpe for the legislative grant in the amount of \$31,000 to expand the Mobile Maker Labs between Onondaga County Libraries and BOCES schools.

Ms. Biesiada seconded, the motion carried unanimously.

*Resolution: 17-23*

Mr. Manning moved the following resolution:

**Resolved,** That the OCPL Board of Trustees approves to remove Susan Reckhow, Administrator for Branch Libraries effective

9/1/17; add, Meg Backus, Central Library Administrator, effective immediately and retain Susan Mitchell, Executive Director; Janet Park, Librarian IV, and Christina Ondrako, OCPL Board Treasurer authorized to sign checks drawn on the Trustees accounts including, the transfer of funds to/from all the investment, money market, and checking accounts.

Ms. Biesiada seconded, the motion carried unanimously.

*Resolution: 17-24*

Mr. Manning moved the following resolution:

**Resolved**, That the OCPL Board of Trustees approves the expenditure of up to \$65,000 from the Fredrick W. Bett's Fund for the Betts Branch Renovation Project.

Ms. Biesiada seconded, the motion carried unanimously.

### **Discussion Items**

#### Branch Renovation Updates:

- Betts: Ms. Reckhow gave an update on the progress of the renovation project. Beginning Sept 11<sup>th</sup> the community room will be the temporary library space for the public. Ms. Reckhow gave a kudos to the Betts staff for getting everything together and ready to move out for abatement and construction.  
And will last until the library closes to get the furniture in etc.
- White Feasibility Study: Once completed, the report will provide a real assessment all the mechanicals and give recommendations on how to move forward with renovation.

2<sup>nd</sup> Quarter Summary: Ms. Park reviewed the 2<sup>nd</sup> quarter summary handout.

SPD- Security Cameras MOU Agreement: Ms. Backus reported on what the MOU agreement would entail in order for the SPD to place their cameras on some of the branch buildings.

### **MOTION**

*Resolution: 17-25*

Mr. Kochian made the following motion:

**Resolved**, That the OCPL Board of Trustees authorizes to move forward with the SPD Security Camera MOU Agreement to be reviewed by the County Law Department and then bring back to the Board for final approval.

Ms. Stack seconded, the motion carried unanimously.

OCSLD

Ms. Wisniewski mentioned all the libraries stepped up with all the Eclipse inquiries and events at their respective locations. Dewitt had their soft opening on August 21<sup>st</sup> and their grand opening is Saturday, August 23<sup>rd</sup>.

## **COMMITTEE REPORTS**

### **Government Relations**

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

Mr. Kochian mentioned he has been reaching out to some of the legislature members about the importance of the library's budget. He urged each board member to reach out to their legislator as well.

## **PRESIDENT'S REPORT**

Mr. Kochian spoke about SU's Maxwell group from India and their visit to the Central library.

Mr. Kochian shared an article about William Henry Seward and libraries.

On behalf of the Board, Mr. Kochian presented Ms. Reckhow with a small token of their appreciation for all she has accomplished with OCPL and wished her well with her new endeavors.

Ms. Reckhow thanked everyone for the well wishes and the opportunity to work with such wonderful branch managers and staff.

## **OTHER**

Ms. Stack and Mr. Dodge thanked Ms. Travis for her assistance with sharing information with the libraries to partner for hosting sneak preview programs about the new Ken Burns documentary on the Vietnam War and regarding family paid leave.

## **ADJOURNMENT**

Mr. Manning moved to adjourn the meeting.

Mr. Kochian adjourned the meeting at 5:35 p.m.

Gail M. Cox  
Administrative Assistant