

MINUTES
OCPL BOARD OF TRUSTEES' MEETING

May 17, 2017
Central Library, Board room
4:00 p.m.

ATTENDING

V. Biesiada	R. Manning
R. Engel	D. Stack
J. Hurst-Wahl	M. Treier
E. Kochian	M. Tucci

ABSENT

T. Dodge	C. Ondrako
B. Morgan-Baker	

ALSO PRESENT

S. Mitchell	S. Reckhow
G. Cox	J. Billings
M. Backus	G. Wisniewski
K. Coffta	

WELCOME

Mr. Kochian called the meeting to order at 4:04 p.m.

**CONSENT AGENDA/
APPROVAL OF MINUTES**

Mr. Manning moved the consent agenda, which includes the minutes of the April 19, 2017 Board meeting.
Ms. Biesiada seconded, the motion carried unanimously.

**EXECUTIVE DIRECTOR'S
REPORT/DISCUSSION**

Ms. Mitchell reported on the following topics:

General:

- All Staff Day at OCC: Ms. Mitchell reported on the Poverty Simulation and the breakout sessions held during the All Staff Day on May 15th. Ms. Hurst-Wahl felt the poverty simulation was well worth it and it is all based on actual family scenarios from Missouri.
- Summer Matters Program: begins June 22nd (children) and 23rd (teens). Ms. Mitchell spoke on the collaborations that have been put together for it.
- Jamesville Prison Dispenser: has been moved to the prison and it went well. Ms. Backus mentioned they are setting up bookshelves and filling the dispenser. SU interns expressed an interest in helping with this initiative as well. Ms. Mitchell spoke with Commissioner Hanna at Jamesville and they are looking into having a clerk there to help run this at their location.

- CNY READS: They are moving their sponsorship from OCPL to Oasis.
- Splash and Bubbles Event: This event will be held at Destiny on July 11th. Ms. Stack explained this is a community kickoff event to summer learning and noted there will be many partnership booths there for kids to visit.
- Trauma Response Team (TRT): the turnover from security guards to the TRT began on Saturday. The manager will be on site for the first 3 weeks to make sure the transition goes smoothly. Ms. Mitchell stated we have a contract with United Way for the TRT through September 30th. This will give us time to evaluate to see how we would like to proceed from there. Ms. Stack mentioned she noticed how the tone changes when someone welcomes you upon entering, like they do.

Personnel:

Civil Service Exams: We are having some information sessions on how civil service works at various branch library locations.

Completed Recruitments:

- Children’s Librarian I at Hazard – Lauren Cox
- Central Library Administrator: Ms. Backus will take on this position and we will back fill her current position.

Budget:

- Ms. Mitchell is working with DMB regarding some discrepancies on PeopleSoft and the 2017 modified budget.
- DMB Meeting: Ms. Mitchell and Ms. Park met with Mr. Britt and Ms. Smiley to discuss the lack of a business office and how difficult it is not having a process in place to track what we have spent on a regular basis. They are working with us on how this can be managed.
- National Grid Incentive: we received approx. \$25,000 for lighting. Ms. Backus has applied for category two spending through E-Rate for backup power supplies for central and branch locations.
- HVAC Mundy: they are having problems with their HVAC system and it will have to go out to bid.
- Libraries’ Budget Vote: All the suburban libraries that were up for vote passed with the exception of the Fayetteville Free Library.

DISCUSSION

Discussion Items

Branch Renovation Updates:

- Betts: Ms. Reckhow mentioned the construction bid docs will be released on May 30th and are expecting a Letter of Intent or a contract by June 30th. Construction will begin by the end of August and will take 2 months to complete. Ms. Reckhow explained what timeframes they are looking to be closed during the construction process. In-between, the library will keep the community room open to offer services.

- Investment and Purchasing Policies Update:
Ms. Mitchell mentioned we are still waiting to hear back from Ms. Bach. A board finance committee meeting will be setup before the June Board meeting.

FOCL

Ms. Billings asked for any input/thoughts the Board may have on getting more groups of people in a room for a dialog for the September kickoff event for the 2017/2018 Lecture Series. She explained that they would like to promote 10 tickets to each school. Mr. Kochian mentioned it would be nice to have a write-up about the lecture after the lecture has been held. Ms. Billings can be reached at focl@onlib.org.

OCSLD

Ms. Wisniewski reported on the following suburban libraries:

- NOPL: @NSYR has a new roof; @Cicero is sponsoring the framers market; @Brewerton is lending fishing poles.
- Baldwinsville: is participating in their farmer's market and will be having their Staff Day at Central on May 19th.

COMMITTEE REPORTS

Government Relations

Handout was given for the Board's review.

Ms. Trieier moved to adjourn the meeting.

ADJOURNMENT

Mr. Kochian adjourned the meeting at 5:05 p.m.

Gail M. Cox
Administrative Assistant