

MINUTES
OCPL BOARD OF TRUSTEES' MEETING

November 16, 2016
Central Library, Board Room
4:00 p.m.

ATTENDING

V. Biesiada	C. Ondrako
T. Dodge	D. Stack
R. Engel	M. Treier
A. Lombardi	M. Tucci
R. Manning	

ABSENT

B. Morgan-Baker

ALSO PRESENT

S. Mitchell	J. Hurst-Wahl
G. Cox	J. Billings
K. Coffta Sims	A. Travis
M. DeLaney	B. Fisher
S. Reckhow	M. Van Patten

WELCOME

Ms. Biesiada called the meeting to order at 4:05 p.m.

**CONSENT AGENDA/
APPROVAL OF MINUTES**

Ms. Lombardi moved the consent agenda, which includes the minutes from the October 19, 2016 meeting.

Ms. Treier seconded, the motion carried unanimously. (Ms. Ondrako and Ms. Stack were not present at the time of the vote.)

**EXECUTIVE DIRECTOR'S
REPORT**

Ms. Mitchell reported on the following topics:

Lib Dispensers: Great Northern Mall dispenser will be moved to the YMCA in December and the one now located at WCNY will be moved to Jamesville prison in the spring. Ms. Mitchell explained the reasons behind each location change and the costs involved.

Personnel:

Meg Backus has accepted Director of Information Systems position and she will start the end of December.

Jackie Matthews has accepted the children's position at Paine branch.

Heather Highland accepted the ILS Manager position.

Galleries Parking: The County needed the parking spots the library administration has in the garage to provide handicapped spots for Upstate until their spots are ready in the Sibley's garage. The library spots will to move to the loading dock area during this transition.

Finance: The Board recently hired Ellen Bach to look over the Board finances to make sure we are in compliance with NYS Education Law and IRS Law. Ms. Mitchell gave an overview of some of her findings and explains the reasoning behind the trustee training for today.

ACTION

Resolution: 16-22

Action Items

Ms. Treier moved the following resolution:

Resolved, That the OCPL Board of Trustees approves to remove Matt DeLaney former Administrative Director; add Janet Park, Librarian IV, and retain Susan Mitchell, Executive Director; Susan Reckhow, Central & City Libraries Administrator, 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.

Mr. Dodge seconded, the motion carried unanimously.

Discussion Items

- 1) Central Library Renovation Update:
Ms. Mitchell mentioned the children's area buildouts are ready to be installed and the stairs are now open for use.
The RFID Security System Update: RFPs went out for bid.
- 2) Branch Updates:
White Branch: RFP for a feasibility study is in process.
Betts Branch: will be replacing their back door and having some asbestos abatement done in that area as well.
- 3) Director of Information Services: Ms. Mitchell inquired if the Board would be willing to provide financial support to help cover some of the moving expenses for Ms. Backus.

Motion

Resolution: 16-23

Ms. Lombardi made the following motion.

Resolved, that the OCPL Board of Trustees approves to allocate \$5,000 towards moving expenses for the Director of Information Services position with the understanding if separation occurs for any reason before one year of service is completed, the funds will be refunded back to the Board.

Ms. Treier seconded, the motion carried unanimously

- 4) 3rd Quarter Forecast:
Mr. DeLaney reviewed the 3rd quarter forecast handout.

OCSLD

Ms. Van Patten gave an update on the following suburban libraries.
Solvay: Hired Dan Golden as their new full time director
Camillus: is still finishing up their renovations
Dewitt: Ground breaking will take place soon and they looking to be in their new sometime in late 2017.
Baldwinsville: is having their used book sale from 11/17-11/21.

They are also having their annual book fair fundraiser at Barnes and Noble in Clay.

COMMITTEE REPORTS

Government Relations

Mr. Dodge reviewed the Committee's past and future events.
Reminder: Legislative Breakfast will be held at 12/9 at 8:30 in the Central Library, Community Room.

PRESIDENT'S REPORT

Ms. Biesiada thanked Matt DeLaney for his service with OCPL.

ADJOURNMENT

Ms. Lombardi to adjourn the meeting.

Ms. Biesiada adjourned the meeting at 4:35 p.m.

Gail M. Cox
Administrative Assistant