

MINUTES
OCPL BOARD OF TRUSTEES' MEETING

September 20, 2017
Central Library, Board room
4:00 p.m.

ATTENDING

| | |
|---------------|------------|
| V. Biesiada | C. Ondrako |
| T. Dodge | D. Stack |
| R. Engel | M. Treier |
| J. Hurst-Wahl | M. Tucci |
| E. Kochian | |

ABSENT

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|------------|-----------------|
| R. Manning | B. Morgan-Baker |
|------------|-----------------|

ALSO PRESENT

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

WELCOME

Mr. Kochian called the meeting to order at 4:00 p.m.

**CONSENT AGENDA/
APPROVAL OF MINUTES**

Ms. Hurst-Wahl moved the consent agenda, which includes the minutes of the August 23, 2017 Board meeting.
Mr. Dodge seconded, the motion carried unanimously.

**EXECUTIVE DIRECTOR'S
REPORT/DISCUSSION**

Ms. Mitchell reported on the following topic:

General

System Retreat - was held on September 12th at WCNY.

- Senator DeFrancisco: met with everyone before the meeting so we could thank him for his continued support of our arts and cultural programming within our libraries
- Business Meeting: we discussed and voted on some changes to the member services structure to simplify reporting lines between the committees and the member council.
- Poverty Simulation: was great and a number of community partners and neighboring library systems were also able to attend

Summer Matters - Just receiving the preliminary numbers.

Makerspace - has been incredibly busy this summer and we are looking at how to expand in order to meet the needs of the community.

Jamesville Prison - new local effort to bring the prison under the Sheriff's Office and waiting to see how that all works out.

- Early Literacy Parent Training Program: we have completed three rounds in partnership with OCM BOCES Continuing Education Program and the Literacy Coalition who provided the books for the program.
- Book Dispenser: is now operational at the Jamesville Prison site.

Van Wraps - should be installed soon. We collaborated with Early Childhood Alliance and will have one van wrapped in the “Talking is Teaching” theme and the other one will focus on the general library theme.

CET – we extended their contract another three months and will begin the RFP process before we run out of extensions on the current contract.

SWCC library – just received some new furniture for their location.

Personnel

- Janet Park: Branch Administrator
- Meg Backus: Central Library Administrator
- Administrative Director and Systems IT Positions: are being advertised now

Budget

- Senator DeFrancisco Arts and Cultural Programming Grant: We received a check for \$50,000 for arts and cultural programming.
- Finance: Ms. Ondrako and Ms. Mitchell met and have outlined the next steps in the process of amending the Board’s financial structure. Ms. Park and Ms. Mitchell are making plans to go to Albany to meet with Ms. Bach to discuss the propose changes. Mr. Kochian mentioned he would like to attend as well.
- Branch Capital Projects:
 - Mundy – air handling in the ceiling went and with parts and labor the cost is \$60,000
 - Beauchamp - one quote for their HVAC repair came in at \$20,000. The Steam plant is looking into getting a couple more quotes.
We are hoping to receive a construction grant to cover seventy-five percent of the cost to repair them.
 - Drive units in the HVAC system need to be replaced at three other branch locations with the estimated cost of \$2,000-\$10,000. These repairs would not be able to fall under the state construction grant criteria.

Central Remodel: paying the final retainage and a few last bills

Branch Capital Projects

- Bett’s Renovation – looking good and on track to finish later this fall. Ms. Mitchell discussed the construction bids that came in and the adjustments that need to be made in order to cover the renovation costs.

SPD/MOU Update: Ms. Backus reported on the county law department’s revisions of the MOU Agreement. The Board reviewed the agreement and added a couple of items for the county law department to review.

ACTION/DISCUSSION

Action Items

Resolution: 17-26

Ms. Tucci moved the following resolution:

Resolved, That the OCPL Board of Trustees approves the grant application submission to M & T Charitable Foundation for up to \$7,000 to support the 2018 Summer Learning Program.

Ms. Stack seconded, the motion carried unanimously.

Resolution: 17-27

Ms. Biesiada moved the following resolution:

Resolved, that the OCPL Board of Trustees recommends the application for \$7,481 from the New York State \$24 Million Construction Grant Program FY 2017-2021 for the Baldwinsville Public Library to improve energy efficiency by replacing current lighting with LED lighting fixtures; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$4,275 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Community Library of DeWitt and Jamesville to install an automatic door at the front entrance system; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$7,425 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Liverpool Public Library to install exterior security lighting, more exterior security cameras, gutters, and permeable path to pavilion for ADA accessibility; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$11,040 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Manlius Library to improve safety and increase efficiency by reconfiguring staff workroom and offices; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$97,500 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Marcellus Library for the construction of a new parking lot and outdoor lighting; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$46,370 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the NOPL @ Brewerton Library to replace the roof and skylights; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$103,488 from the same New York State \$24 Million

Construction Grant Program FY 2017-2021 for the NOPL @ Cicero Library to replace the roof and repair water damage; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$57,569 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the NOPL @ North Syracuse Library to replace existing light fixtures with LED, install solar shades and renovate the staff workroom for efficiency; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$5,754 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Tully Free Library to improve energy efficiency by replacing current lighting with LED lighting fixtures; and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$62,416 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Beauchamp (\$16,500) and Mundy (\$45,916) branches to replace their HVAC and, be it further

Resolved, that the OCPL Board of Trustees recommends the application for \$97,479 from the same New York State \$24 Million Construction Grant Program FY 2017-2021 for the Central Library to renovate the basement area to create a safe and inviting working environment.

Mr. Engel seconded, the motion carried unanimously.

Resolution: 17-28

Ms. Treier moved the following resolution:

Resolved, that the OCPL Board of Trustees acknowledges and thanks Senator John DeFrancisco for securing \$50,000 in funds to enhance cultural programming needs for all 32 libraries within Onondaga County.

Ms. Hurst-Wahl seconded, the motion carried unanimously.

Discussion Items

Branch Renovation Updates:

Betts: Ms. Park gave an update on the renovation progress at Betts.

White: Ms. Park mentioned the feasibility study for White branch is still in the works.

FOCL

Ms. Biesiada mentioned Sandra Barrett will be the new executive director of FOCL beginning October 1st.

OCSLD

Ms. Wisniewski gave a report on the following suburban libraries:
Community Library of DeWitt and Jamesville: she commented on how beautiful it is and highly recommends everyone to see their new library.
Maxwell Library: Director, Katy will be retiring on December 1st.
Liverpool: Big down under book sale will be held on the weekend of September 22nd.
Ms. Stack mentioned WCNY has partnered with some of the libraries to do a preview program for the upcoming Ken Burns Vietnam Documentary and to share stories.

COMMITTEE REPORTS

Government Relations

Mr. Dodge reviewed the past and future activities of the committee.
Reminders:
Legislative Visits: will be setting up the annual state legislators visits soon
Legislative Breakfasts: will be held the 1st or 2nd Friday in December.

Mr. Kochian mentioned he has been meeting with some county legislators as well.

EXECUTIVE SESSION

Ms. Biesiada moved to go into executive session to discuss a personnel matter relating to a particular person.
Ms. Hurst-Wahl seconded, the motion carried unanimously.
Mr. Dodge moved to close executive session with no action taken.
Ms. Biesiada seconded, the motion carried unanimously.

ADJOURNMENT

Mr. Dodge moved to adjourn the meeting.
Mr. Kochian adjourned the meeting at 5:10 p.m.

Gail M. Cox
Administrative Assistant