

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – May 9, 2018

PRESENT: Barbara Aitken, President; Robert Manning, Vice-President; Edward McManus, Linda Clarkson, Susan Downey, Craig Maguire, Margaret Van Patten, Library Director; Mary Lou Carpinella, Krista Wells, Secretary

ALSO PRESENT: Abraham Morelli

The Board meeting was called to order by President Aitken at 7:39 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members of library matters.
- II. Disposition of Minutes of April 11, 2018 meeting. The minutes were distributed and discussed. Motion by Clarkson, seconded by Maguire, that the minutes be accepted as presented. Carried.
- III. Treasurer's Report – Public Fund. The Public Fund report for Cycle 09; Post Dates From 07/01/2017 To 03/31/2018 was distributed and discussed. Motion by Manning, seconded by McManus, that the Public Fund Report as of March 31, 2018 be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund report from May 9, 2018 was distributed and discussed. Morelli contacted the bank regarding anticipated interest rates in June. He will return to the bank closer to the account maturity date to complete rate negotiations. Motion by Downey, seconded by Manning, that the Donation Fund report as of May 9, 2018 be accepted as presented. Carried.
- V. Bills – Public Fund. The Public Fund Payable report for April 11, 2018 through May 9, 2018 was distributed and discussed. Motion by Manning, seconded by Downey, that the report be accepted as presented. Carried.
- VI. Bills – Donation Fund. No bills presented.
- VII. Public Comments. None.
- VIII. Old Business
 - A. Updates
 1. Library Construction Grants. Van Patten reported that the 2015 grant has been closed. She also reported that both 2016 and 2017 can be closed. The grant for 2018 has not been awarded yet. The Board discussed the repair of the

Library parking lot. Due to the anticipated cost of the work to be done, an architect will need to create a bid packet to send to Albany. Van Patten will reach out to the School District to see if the architecture fee can be rolled in to any of their current projects.

2. Monthly Energy Use Review. There continues to be a downward trend in energy usage. Current electricity usage continues to be below the five-year average. The price per kilowatt hour has been fixed at 3.486 cents for the next 3 years. Gas usage is up slightly for the year. This is attributed to the extended Winter weather.

B. Long Range Planning Committee.

1. Mission Statement. The mission statement continues to be reviewed and discussed. An update will be provided at the next Board meeting.
2. Van Patten stated that the Library is taking steps to reduce waste. Washable flatware and biodegradable dishes will be used in place of plastic and Styrofoam.

C. Annual Budget Vote and Trustee Election.

1. Election Results.

| | |
|-------------|-------------|
| Budget Vote | |
| Yes | - 151 Votes |
| No | - 12 Votes |
| Total | - 163 Votes |

Budget Passed

5-Year Term for Seat held by Barbara Aitken (President)

Candidate Barbara Aitken - 148 Votes

Write-In Jean Hart - 1 Votes

Barbara Aitken is re-elected to the board

5-Year Term for Seat held by Edward McManus

Candidate Edward McManus - 144 Votes

Write-In Andrea Abbott - 1 Votes

Edward McManus is re-elected to the Board

2. Election Worker Salaries.

William Lynch, machine technician, was paid at a rate of \$25.00 an hour for 12 hours. Mary Crego and Edward Barlow, voting machine specialists, were paid at the rate of \$10.50 per hour for 7.5 hours. A motion was made,

seconded and unanimously approved to approve the salaries.

D. Parking Lot. See notes regarding the Parking Lot under Library Construction Grants.

E. Other. None presented.

IX. New Business

A. Agreement Between BPL and Baldwinsville School District. Motion to approve the Agreement Between BPL and Baldwinsville School District by McManus, seconded by Downey. Carried.

B. Adjustment of Salaries Effective July 1, 2018. The proposed salary schedule for library personnel was distributed and discussed. A motion was made, seconded and unanimously approved to approve the salary schedule as presented.

C. Appoint Nominating Committee. Linda Clarkson has been appointed to the Nominating Committee. Sue Downey will chair the committee.

D. OCPL System Services. OCPL has appointed a new Director, Janet Park. Coordinator for Member Services, Amanda Travis, will be the new director at NOPL. This appointment leaves the liaison position between suburban libraries and OCPL vacant. Delivery services have improved.

E. Vendor Quotes. The Claims Auditor for the Baldwinsville Central School District reached out to Van Patten regarding the Library's policy on purchasing. The Claims Auditor is suggesting the Library begin soliciting bids from multiple vendors prior to making a purchase. The letter was distributed and discussed by the Board. Motion by McManus, seconded by Downey, to continue with purchasing guidelines currently in place. Carried.

F. Personnel. Motion by McManus, seconded by Manning, that the Board appoint Dania Souid as Librarian 1 as of May 15, 2018 at \$19.00 per hour. Carried

X. Adjournment. Motion by Downey, seconded by Maguire, that the meeting be adjourned at 9:07 p.m. Carried. The next regular Board meeting will be held on Wednesday, June 13, 2018 at 7:30 p.m.

Respectfully submitted.
Krista Wells, Secretary