

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – August 12, 2015

PRESENT: Barbara Aitken, President, Linda Clarkson, Susan Downey, Bruce King, Robert Manning, Edward McManus, Carlo Cuccaro, Margaret Van Patten, Library Director

ALSO PRESENT: Abe Morelli

The meeting was called to order by President Aitken at 7:35 p.m.

- I. Disposition of Minutes of July 8, 2015 Meeting. The minutes were distributed and discussed. Motion by Manning, seconded by Downey, that the minutes be accepted as presented. Carried.
- II. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board or Library matters.
- III. Treasurer's Report: Public Fund. Motion by Manning, seconded by Downey, to accept the treasurer's report dated July 30, 2015. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund report was distributed and discussed. Motion by Manning, seconded by Downey, that the report be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable report for August was presented and discussed. Motion by Manning, seconded by Clarkson, that the August report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$86,908.01. Carried.
- VI. Bills: Donation Fund. There were no bills presented.
- VII. Public Comments: None.
- VIII. Old Business
  - A. Updates
    1. Library Construction Grants. Manning reported that the 2014-15 grant has been awarded. The award is expected to be 69% instead of 75% due to the number of libraries within OCPL who are submitting applications. Manning also reported that the 2015-16 grant application is in process.
    2. Monthly Energy Use Review. The June energy report was distributed and discussed. Due to the new contract negotiated by BOCES, the rate is up slightly from 4.85 to 6.06.

- B. Long Range Plan 2014-2016. Downey reported that the committee has met since the last Board meeting and they are working on updating the evacuation and disaster plans. They have also revised the emergency responder guide and will be scheduling refresher training for the emergency responders.
- C. Carpet. The Board reviewed the quotes for carpet replacement in the various sections of the library. After reviewing the quotes and the available funds, two motions were made regarding the installation of the carpet. Motion by King, seconded by Cucaro, that The Effect Group be hired to re-carpet from the center spine to the west end and from the center spine to the end of the children's area at a cost not to exceed \$64,000. Carried. Motion by King, seconded by Cucaro, to purchase carpet for the story hour room, circulation desk area, technical services, computer lab, study rooms, and offices at a cost not to exceed \$10,000. Carried.
- D. Audit. Aitken, Manning, Clarkson and Van Patten will meet to review the forms related to comp time and leave requests and will present them for approval at the September Board meeting.

## IX.

New Business

- A. Personnel Changes. Motion by McManus, seconded by Manning, to accept the resignations of following library pages:
 

Nicholas Langdon	Page	effective August 20, 2015	Going off to college
Hannah Olds	Page	effective August 22, 2015	Going off to college
Madeleine Heaton	Page	effective August 21, 2015	Going off to college
Alison Hernandez	Page	effective August 20, 2015	Going off to college

 Carried.

Motion by Downey, seconded by Manning, to approve the appointment of the following people to the position of Library Page at the rate of \$8.75 per hour effective August 3, 2015; Kalie Arnold, Lauren Edmonds, Madison Minnoe, Shannon Perrotta, Briana Ragonese, Maria Ragonese. Carried.

- B. Whistleblower. Aitken distributed a draft of the whistleblower policy and asked that Board members review it and provide her with any comments. A suggestion was made that the policy should include a timeline.
- C. Tree Damage. Van Patten reported that one of the trees along the parking lot was vandalized; portions of the bark have been deliberately removed. It was determined that the damage was done by the same person who pulled up part of the carpet in Study Room Three and removed caulking from the columns at the parking lot entrance. He has been arrested and charged with the destruction.

X. Director's Report.

Van Patten reported the results of her research into hand dryers. The board has decided to table the item indefinitely.

Gardener Cathy Loperfido examined the current daylily beds and presented a proposal to refresh the beds. She would totally remove the existing plantings, replant the three beds with a variety of beautiful multi-colored daylilies that she would dig and provide at no charge from her own gardens, mulch the beds, and perform ongoing weeding. It is estimated that it would take about 15 to 20 hours at rate of \$20 per hour. She can also do hand weeding at \$20 per hour for an estimated 1 to 2 hours per month. Motion by McManus, seconded by Cuccaro to accept Loperfido's proposal. Carried.

XI. Other. McManus reported that he has a new e-mail [emcmanus.seneca@gmail.com](mailto:emcmanus.seneca@gmail.com).

McManus suggested that when setting the 2016-17 meeting schedule, the August Board meeting date be shifted by a week so that Van Patten will not have to come back from the Adirondacks to attend the meeting.

XII. Adjournment. Motion by Downey, seconded by Manning, that the meeting be adjourned at 9:15 p.m. Carried. The next regular Board meeting will be held on Wednesday, September 9, 2015 at 7:30 p.m.

Respectfully submitted.

Margaret Van Patten,  
Secretary Pro-tem