

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – December 10, 2015

PRESENT: Barbara Aitken, President; Robert Manning, Vice-President; Linda Clarkson, Susan Downey, Ed McManus, Margaret Van Patten, Library Director; Elizabeth Brainerd, Secretary

ABSENT: Carlo Cuccaro, Bruce King.

The meeting was called to order by President Aitken at 7:30 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members or library matters.
- II. Disposition of Minutes of November 11, 2015 meeting. The minutes were distributed and discussed. Motion by Manning, seconded by Clarkson, that the minutes be accepted as presented. Carried.
- III. Treasurer's Report: Public Fund. The Public Fund report for October 31, 2015 was distributed and discussed. Motion by McManus, seconded by Downey, that the report be accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund report was distributed and discussed. Motion by Clarkson, seconded by Downey, that the report be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable report for December 2015 was presented and discussed. Van Patten explained the expense to P.A. Leone & Sons, Inc. for plumbing due to the blockage in some of the rest rooms. Motion by McManus, seconded by Manning, that the December 2015 Public Fund Payable report be accepted, subject to the review of the claims auditor, for payment of bills in the amount of \$33,166.33. Carried.
- VI. Bills: Donation Fund. None.
- VII. Public Comments. None.
- VIII. Old Business
 - A. Updates
 1. Library Construction Grants. Manning reported that the final check in the amount of \$741.00 was received from last year's grant. The 2015-16 grant was discussed. Motion by Manning, seconded by Downey, that the Board move

forward on the proposal of July 6, 2015 from Securitronics in the amount of \$9,855.00 for the security system enhancement and integration of the sump pumps into the alarm system. Carried.

2. Monthly Energy Use Review. The monthly and cumulative reports for gas and electricity usage were distributed and discussed. Manning commented that since the new rate for electricity is 6.06 cents per kilowatt hour, as opposed to the 4.85 cent rate previously used, the library's energy expense would be slightly higher than last year's cost, but would likely be within the amount budgeted.

3. Fundraiser: Barnes and Noble Book Fair. The book fair summary report was distributed and discussed. Manning reported it was the most financially successful so far and netted \$3,732+ to the library.

- B. Board Goals for 2015-2016. The 2014-15 goals and their accomplishments were distributed and discussed. It was the consensus of the Board that these staff reports were an excellent link between staff and Board members and they should be continued and further developed. The Board will consider keeping these goals for another year and vote on this at the January 2016 meeting.
- C. Long Range Plan. Downey reported that the committee is meeting tomorrow. Fire drills and disaster recovery assignments are on the agenda.
- D. Audit. Aitken advised she will meet with Attorney Rosemary Bucci before the next meeting to finish the response to the audit recommendations.
- E. Other. None

IX. New Business

- A. Personnel. Motion by Clarkson, seconded by Downey, to accept the resignation of Katherine Hughes, Librarian I, who has accepted a full-time position at the Watertown Public Library. Carried.

Motion by McManus, seconded by Manning, that the wages for the following pages, who currently earn \$8.75 per hour, be raised to \$9.00 per hour as of December 31, 2015: Madison Minnoe, Sydney Molinet, Shannon Perrotta, Brianna Ragonese, Maria Ragonese, and Joshua Thibado.

- B. Tax Cap Resolution. Motion by Aitken, seconded by Manning as follows: RESOLVED that pursuant to General Municipal Law Section 3-c(5), the Board of Trustees of the Baldwinsville Public Library overrides, for the July 1, 2016-June 30, 2017 fiscal year, the tax levy limit imposed by Municipal Law Section 3-c(3). Carried by a vote of 5 in favor, none opposed, and no abstentions.

X. Director's Report

Van Patten reported that she has been advised that all libraries will have to use the new voting system in 2016. There is a possibility the library can combine its election with the school district vote and use their system. McManus suggested and it was the consensus of the Board, that the Board investigate the cost of doing its own election, including the necessity of renting the machines and training and paying workers, and make a decision at a future Board meeting.

Van Patten advised there is a leak in the roof skylight on the north side of the library. It has been recaulked for the present, but will require further repair. The school district will be asking the voters to approve a bond referendum on February 9, 2016, which will include replacing the library roof. The school district will set up an information display in the near future. McManus suggested, and it was the consensus of the Board, that it would be beneficial to take pictures of the leak to show to the public in connection with the school district's presentation. Manning reported that he and Craig Dailey will be meeting to discuss the possible installation of solar panels in the roof.

VanPatten reported a library patron had requested that the library include a menorah in its Winter display in the library, along with the Christmas tree already there. After discussion, it was decided to comply with the request.

XI. Adjournment. Motion by McManus, seconded by Manning, that the meeting be adjourned at 8:55 p.m. Carried. The next regular Board meeting will be held on Wednesday, January 13, 2015 at 7:30 p.m.

Respectfully submitted.

Elizabeth Brainerd, Secretary