

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – October 12, 2016

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

ALSO PRESENT: Abe Morelli, Donation Fund Treasurer

ABSENT: Mary Lou Carpinella

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

- I. Disposition of Minutes of September 14, 2016. 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 members or library matters.
- III. Treasurer's Report: Public Fund. The Public Fund Report for August 31, 2016 was distributed and discussed. Motion by McManus, seconded by Manning, that the report be accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund Report dated October 12, 2016 was distributed and discussed. Morelli noted that the new funds received in the amount of \$970.00 were largely due to donations made in memory of Librarian Judy Lease. Manning suggested that the library take action to make the public aware of the tax benefits in donating to the fund. Motion by Manning, seconded by Downey, that the report be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable Report for October was presented and discussed. Motion by Manning, seconded by McManus, that the report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$32,128.20. Carried.
- VI. Bills: Donation Fund. A warrant in the amount of \$50.00 was submitted for payment. Motion by Manning, seconded by Downey, that the Board approve the payment. Carried.
- VII. Public Comments: None.

VIII. Old Business

A. Updates

1. Library Construction Grants. Manning reported that last year's grant has been filed for the installation of the four new security cameras – three outside the building and one at the doorway. The new grant for the LED lighting has been submitted and OCPL advised that the library will receive \$7,459.00, which is about 76% of the cost of the project.

2. Monthly Energy Use Review. The monthly and cumulative reports for gas and electricity usage were distributed and discussed.

3. Fundraiser: Barnes and Noble Book Fair. Manning reported the Book Fair will be held on November 26th, the Friday after Thanksgiving. He advised that the trombone quartet, the high school jazz quartet, Lisa Kisselstein and many other artists who performed there last year will be returning. He stated it was very well received last year and the library received \$3,000.00 in gift cards and donations. A planning meeting was scheduled for this month.

B. Family Medical Leave/Sick Time. Aitken presented the proposed policy and it was reviewed and discussed. Motion by McManus, seconded by Downey, that the Board approve the policy contingent upon approval by the Board's attorney after her review. Carried.

C. YMCA Book Dispenser. Susan Mitchell, Executive Director of OCPL, presented information relating to costs and operation concerning the possibility of the library's installing a book dispenser at the new YMCA in Baldwinsville. Motion by Manning, seconded by Clarkson, that the Board move forward with investigating the project. Carried.

D. Other. Aitken commented that the Board has been working with its 2014-2015 goals which have been very successful and suggested that the Board approve maintaining these goals through 2016-17. Motion by McManus, seconded by Downey, that the Board maintain the 2014-15 goals through 2016-17. Carried.

IX. New Business

A. NYLA Request. The Board has received a request from the New York Library Association (NYLA) for a donation to support the NYLA Legal Defense Fund. NYLA has authorized \$25,000.00 to help cover legal expenses for the defense of the suit brought against the DeWitt Community Library and is asking member libraries to make a contribution to the fund, since the outcome of the suit will affect all libraries in similar circumstances. It was the consensus of the Board that a \$1,000.00 donation from BPL would be appropriate. The source of BPL

funds to be used for this purpose was discussed. It was decided that President Aitken will consult with the Board's attorney and report back at the next meeting.

- B. Volunteer Coordinator. Van Patten advised that Cindy Falise is the new volunteer coordinator for the library. The proposed vision statement was presented and discussed. Motion by Clarkson, seconded by Manning, that the Board approve the volunteer vision statement for the purpose of adding it to the library's web page. Carried.

X. Director's Report

Van Patten reported the library has been using police officers for security purposes for the past few days. Recently, it was necessary for the officers to permanently ban two students from the library. Disruptions have decreased considerably since then. She will meet with officers to discuss the possible elimination of services at this time.

Van Patten reported OCPL has a workshop scheduled at the Manlius Library on October 26th.

She also reported that Julia has resigned from the Long Range Planning Committee and Nancy Howe has volunteered to serve.

Van Patten reported that in its testing of the cooling tower, JEMCO found some legionella bacteria present. This will require retesting, which has been scheduled.

At Van Patten's request, Susan Mitchell explained the OCPL function, opportunities, member services and operation of some of its program.

- XI. 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 Monday, November 14, 2016 at 7:30 p.m.

Respectfully submitted.

Elizabeth Brainerd, Secretary