

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting - April 13, 2016

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

ALSO PRESENT: Abe Morelli

ABSENT: None

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 March 9, 2016 meeting. The minutes were distributed and discussed. McManus noted that on page 1120, under Section D, the first sentence should read "Van Patten reported that the proposed notice of meeting has been published..." not that the proposed "budget" had been published. Under Section X, the fourth paragraph should be deleted and "The Friends of the Library program flyers were distributed" should be inserted. Motion by McManus, seconded by Downey, that the minutes be accepted as corrected. Carried.
- III. Treasurer's Report - Public Fund. The report for February 29, 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 was distributed and discussed. It was suggested that envelopes for bereavement bequests should be available at the library circulation desk and it was the consensus of the Board that it should be implemented. Motion by King, seconded by Downey, that the report be accepted as presented. Carried.
- V. Bills - Public Fund. The Public Fund payable report for April 2016 was presented and discussed. Motion by Manning, seconded by King, that the April 2016 Public Fund payable report be accepted subject to the review of the claims auditor for payment of bills in the amount of \$24,785.62. Carried.
- VI. Bills - Donation Fund. None.
- VII. Public Comments. - None.
- VIII. Old Business
 - A. Updates
 1. Library Construction Grants. Manning reported that the grant for the new security system was approved by OCPL last September and the library can now proceed with the project. The proposal price for the project is \$9,855.00. He also reported that the possibility of installing solar panels

during the installation of the new library roof anticipated in 2017 was being discussed. Board members will meet with Craig Daily during the first week in May to discuss a proposal and research the cost. Mike Kelleher from ESF will be invited to the meeting. Manning will contact everyone to firm up the date for the meeting.

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

- B. Annual Budget Vote and Trustee Election. Aitken read the list of election day workers. She reported that the two trained personnel will be paid \$10.00 an hour during their service and the remainder of the workers are unpaid volunteers. There will be a designated person from the County on call at a cost of \$25.00 per hour. Motion by King, seconded by McManus, to accept the list of election personnel and authorize payment to the two trained personnel at the rate of \$10.00 per hour and the payment of \$25.00 per hour to the County personnel. Carried.

Van Patten announced that the Commissioner of Elections has advised that next year Trustee positions will be filled by the election of the person or persons receiving the greatest number of votes and not by election to a specific trustee position as is the case at this time.

- C. Carpet. Van Patten advised that the balance of the carpet grant in the amount of \$5,000.00 has to be spent by the end of June. Carpet samples were reviewed and suggested areas to be carpeted were discussed. Motion by McManus, seconded by King, to carpet the story hour room at a cost of \$1,697.55 and the librarian's and director's offices at a cost of \$3,549.50. Carried. It was the consensus of the Board that the cost for carpeting the staff break room could be done at a later time using a vinyl tile at a cost of \$2,419.00 and included in next year's budget.

Van Patten announced that Rotary members have volunteered to paint the meeting room. The library already has the paint available.

- D. Other. None

IX New Business

- A. Election and Public Strategy. Van Patten announced one person is running for Bruce King's seat and there is no one currently running for the second open trustee position. McManus stressed the importance of instructing voters at the polls about the write-in votes. The budget is on one side of the ballot and the trustees are listed on the other so it is important to alert voters to this. He suggested posting a copy of the ballot outside the voting area in the library and it was agreed.
- B. Policies. Van Patten distributed a copy of the current Barring Policy and the three different categories for consequences of misbehavior. There was discussion about the implications of the word "illegal" in the policy. Aitken will review the current policy and present proposed language for revision of the policy at the next Board meeting.

- C. Rescind Tax Cap. Moved by McManus, seconded by Manning, that it be resolved to rescind the December 10, 2015 resolution to override the tax cap. Passed 7 in favor, none opposed and none abstaining.

X. Director's Report

Van Patten reported that the parking lot had been inspected in March and it was determined the library does not need a complete replacement at this time. However, it was recommended having 1.5 inches milled and resurfaced now, which would include striping.

She also advised that PAC B has moved out of the library basement storage area. This represents a loss to the library of \$25.00 per month. The Optimists Club has also advised it is considering moving from the basement storage area but will leave their cage. This represents a loss of \$100.00 per year.

The Sheriff's Department is now doing security at the library from 2:30 p.m. to 6 p.m. on Mondays through Thursday and until 5 p.m. on Fridays at a cost of \$30.00 per hour.

Van Patten advised the Board she has a conflict on the date of the regularly scheduled June meeting and asked to have the meeting moved to June 15th. It was agreed.

- XI. Adjournment Motion by King, seconded by Clarkson, that the meeting be adjourned at 9 p.m. Carried. The next regular Board meeting will be held on Wednesday, May 11, 2016 at 7:30 p.m.

Respectfully submitted,

Elizabeth Brainerd, Secretary