

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – March 13, 2019

PRESENT: Barbara Aitken, President; Edward McManus, Linda Clarkson, Susan Downey, Margaret Van Patten, Library Director; Krista Wells, Secretary

ABSENT: Robert Manning; Vice-President, Mary Lou Carpinella, Craig Maguire

ALSO PRESENT: Abraham Morelli

The Board meeting was called to order by President Aitken at 7:34 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members on library matters.
- II. Disposition of Minutes of February 13, 2019 meeting. The minutes were distributed and discussed. Motion by McManus, seconded by Downey, that the minutes be accepted as presented. Carried.
- III. Treasurer's Report: Public Fund. The Public Fund Budget Status Report for 07/01/2018 – 01/31/2019 was distributed and discussed. Van Patten will get clarification on the funds listed in account 631.TA – Due to other Funds-TA. Motion by McManus, seconded by Clarkson, that the public fund report for 07/01/2018 – 01/31/2019 be accepted pending the explanation of the funds in account 631.TA. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund report was distributed and discussed. Motion by Clarkson, seconded by Downey, that the Donation Fund report as of March 13, 2019 be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Payable report for February 13, 2019 through March 13, 2019 was distributed and discussed. Motion by Clarkson, seconded by Downey, that the reports 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 Myriad was able to complete the LED replacements.
2. Monthly Energy Use Review. There continues to be a downward trend in energy usage. Current energy usage is just below the five-year average.

B. Long Range Planning Committee. The committee is investigating the possibility of creating a welcome packet for new residents. One of the items to come out of the recent community forum was the need for a community calendar, which is also being discussed. The next committee meeting will be held on April 23rd.

C. Annual Budget Vote and Trustee Election.

1. The Public Information Meeting date has been set for Wednesday, April 10, 2019 at 7:25 p.m.
2. The petitions are being signed and will be filed at the School District Office.

IX. New Business

A. Budget. A proposed budget for fiscal year ending June 30, 2020 was distributed.

Motion by McManus, seconded by Clarkson, to enter executive session. Carried.

Motion by McManus, seconded by Downey, to adjourn the executive session.

Revised budget numbers were presented and discussed. The proposed budget reflects increases in wages commensurate with minimum wage increases. Motion by McManus, seconded by Downey, to accept the budget as proposed. Carried.

- B. Budget Presentation to the Public. The budget will be presented at the April 10, 2019 information session. Printed copies of the budget summary will be available prior to that date.

- C. Tax Cap Update. The proposed budget is within the tax cap.

- D. Election and Public Strategy. Van Patten reported the election machines and the company to move them (Brown and Brown) have been reserved. Election workers have been scheduled. The Election Inspectors' Salaries will be discussed at the next Board meeting.

- E. Annual Report. The annual report to New York State was distributed to the Board. Motion by McManus, seconded by Downey, to approve the annual report to New York State. Carried.

- F. Personnel. Motion by Clarkson, seconded by Downey, to dismiss Sarah DiSanto, Page, effective February 14, 2019. Carried.

- G. OCPL Director Search. Van Patten provided an update on the OCPL Director Search. The Suburban Library Directors were not represented on the search committee. The Suburban Library Directors were able to meet briefly with each of the top two candidates selected by the search committee. Overall impressions of the candidates and a recommendation to fill the OCPL Director position was provided to the search committee.

- H. Memorandum of Understanding. Van Patten reported the memorandum is due to be updated. The current document is out of date and there are a number of concerns. Van Patten is on the committee working to update the memorandum.

I. Other.X. Director's Report

Van Patten reported that this year marks 25 years in the building.

Van Patten was contacted by the Natural Resources Coordinator from Cornell University. They will come and trim the trees around the Library at no charge.

Van Patten circulated examples of bookmarks created by Megan as part of the "1,000 books before Kindergarten" initiative.

XI. Adjournment

Motion by McManus, seconded by Downey, that the meeting be adjourned at 8:54 p.m. Carried.

The next regular Board meeting will be held on Wednesday, April 10, 2019 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary