

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – December 12, 2018

PRESENT: Craig Maguire, President; Robert Manning, Vice-President; Susan Downey, Mary Lou Carpinella, Barbara Aitken, Margaret Van Patten, Library Director; Linda Clarkson, Edward McManus, Krista Wells, Secretary

ABSENT:

ALSO PRESENT: Abraham Morelli

The Board meeting was called to order by President Maguire at 7:38 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 4, 2019 meeting. The minutes were distributed and discussed. Motion by Manning, seconded by Downey that the minutes be accepted as presented. Carried.
- III. Treasurer's Report: Public Fund. The Budget Status Report for 07/01/2019 – 11/30/2019 was distributed and discussed. Van Patten informed the Board that the negative amount in the Recordings budget line would increase throughout the remainder of the fiscal year. She explained this is due to the way the funds are encumbered on purchase orders and at the end of the year, unused funds from purchase orders will be released and the budget line will show the actual spend for the year. Motion by Clarkson, seconded by Downey that the Public Fund report as of 11/30/2019 be accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. The Donation Fund report, dated December 11, 2019, was distributed and discussed. Motion by McManus, seconded by Downey that the Donation Fund report dated December 11, 2019 be accepted as presented. Carried.
- V. Bills: Public Fund. The Public Fund Bills Payable report for 11/06/2019-12/11/2019 was distributed and discussed. Van Patten reported that the bill for the shades from Melanie Rudolph was to be removed due to a deficit in funds. Motion by Manning, seconded by Carpinella that the bills for 11/06/19-12/11/19 be accepted as presented. Carried.

- VI. Bills: Donation Fund. The Donation Fund Bills were presented and discussed. Motion by Maguire, seconded by Manning that the bills be accepted as presented. Carried.
- VII. Public Comments. None.
- VIII. Old Business.
- A. Updates
1. Library Construction Grants. Manning reviewed the status of the 2020 construction grant. The total 2020 construction grant totals \$385,000.00. The grant will cover 75% of the cost (\$288,000.00) and the library will be responsible for the remaining 25% match (\$96,000.00). The parking lot updates will include two electric vehicle charging stations and three removable speed bumps. The work is projected to take around 4 weeks. The timeframe may change based on how much of the parking lot can be available for construction at a time. Options were discussed for how to continue operations while the construction is underway. Manning spoke with Scott from Cooney regarding the 2021 construction grant. Scott recommended replacing the cooling tower.
  2. Monthly Energy Review. The Annual and Cumulative Monthly Energy Costs were distributed and discussed. Manning reported November 2019 had above average natural gas usage. This is attributed to the below average temperatures experienced during November.  
  
The electrical usage continues to trend lower than the 5 year average. This is attributed to the completion of the LED lighting projects.
  3. Fundraiser: Barnes and Noble Book Fair. The Bookfair was held on Saturday, November 30, 2019. The event was well attended, and the Library was gifted a number of items off the "Wish List." The Library's portion of the sales for the day has not been finalized, but it is projected to be higher than last year.

B. Long Range Plan 2012-2019. Downey reported that the committee is working on cleaning old/unused props and decorations out of the basement. New employees will be getting a tour of the basement to familiarize them with the location of the exits and assistance areas. Van Patten reported the next Community Conversation will be scheduled in April. They are in the process of finalizing the date. The next meeting is scheduled for January 9, 2019 at 10:00 am.

C. Other None.

#### IX. New Business

A. Personnel Changes. Motion by McManus, seconded by Downey that the Board:

- Appoint Rachel Pierce, Page, at \$11.10 an hour effective 11/12/2019.
- Appoint Lauren Shaler, Page, at \$11.10 an hour effective 11/12/2019.
- Accept the resignation of Galen Theus Jr., Page, effective 11/8/2019.
- Accept the resignation of Anthony Gravante, Page, effective 11/30/2019.

Carried.

Motion by McManus, seconded by Manning to raise the hourly rate of all pages from \$11.10 to \$11.80 effective 12/31/2019. Carried.

B. Tax Cap Resolution. Motion by McManus, seconded by Downing that the following resolution be adopted:

"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, 2020 – June 30, 2021 fiscal year, the tax levy limit imposed by municipal law section 3-c(3)."

7 in favor, 0 opposed, 0 abstentions. Motion carried.

C. Other. Van Patten informed the Board of an incident that occurred at the Library Book Sale in November. There was an

**Commented [KW1]:** Can you make sure this is notated appropriately? Sometimes we have individual motions. I just want to make sure the outcome of the motion is clear.  
Thanks

**Commented [KW2]:** Please make sure the code sections are correct.

altercation between two parties after one party attempted to claim an entire box of books under a table. One of the persons involved spit on and chest bumped the other. The Library received a letter stating the point of view of one of the parties involved. This incident, security footage, and letter were discussed by the Board. No action will be taken against either party. Options were discussed for handling anyone trying to control a large portion of the book sale inventory in the future.

- X. Directors Report. Van Patten updated the Board on the status of repairs at the library. One of the drinking fountains is in need of replacement. A water fountain with bottle filling station will be installed. A part to fix the heat pump is expected in by the end of the week. Van Patten reported that OCPL is considering going totally fine free. The various benefits and challenges of fine free were discussed.

Van Patten updated the Board on the status of the Memorandum of Understanding. There will be another meeting in January. The suburban library directors are hoping to get a breakdown of what percentages of funds are being used to provide the various system services.

OCPL has hired a new Executive Director and he will start January 7, 2020. He currently is located in Yonkers and has earned a NYLA award.

- XI. Adjournment. Motion by McManus, seconded by Manning that the meeting by adjourned at 9:16 p.m. Carried. The next regularly scheduled Board meeting will be held on Wednesday, January 08, 2020 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary