

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – August 4, 2021

PRESENT: Craig Maguire, President; Bruce Jones, Mary Schmutz, Lauren Russett, Pamela Falleson, Margaret Van Patten, Library Director; Krista Wells, Secretary

EXCUSED: Linda Clarkson, Vice-President; Mary Lou Carpinella

The Board meeting was called to order by President Maguire at 7:38 p.m.

- I. Disposition of Minutes of July 14, 2021. The minutes were distributed and discussed. Motion by Schmutz, seconded by Russett 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 of library matters.
- III. Treasurer's Report – Public Fund. The Final Budget Status Report as of: 06/30/2021 was distributed and discussed. Motion by Jones, seconded by Falleson that the Final Budget Status Report as of: 06/30/2021 be approved and accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. None
- V. Bills – Public Fund. The bills for July 14, 2021 to August 4, 2021 were distributed and discussed. Motion by Falleson, seconded by Russett that the bills for July 14, 2021 to August 4, 2021 be approved and accepted as presented. Carried.
- VI. Bills – Donation Fund. None.
- VII. Public Comments. None.
- VIII. Old Business.
 - A. Updates
 1. Library Construction Grants. Van Patten reported the grant is projected to have approximately \$38,600.00 remaining after the parking lot construction and the cooling tower projects. She will work with Myriad to get an updated

quote for installing LED lights in the basement and reach out to Cooney to investigate options for an in-line air purification system.

2. Monthly Energy Review. None, National Grid reports do not update until the 6th of the month.

B. Health and Safety Plan. Van Patten reported that no libraries within the system are currently requiring their staff to get vaccinated or have regular testing. A few libraries have returned to requiring masks regardless of vaccination status. It was discussed to follow the guidance of the County and the Baldwinsville Central School District.

C. Late Fees. Van Patten updated the Board on the fine free status of local libraries. Van Patten stated that studies have shown fines are not the deterrent to returning items late.

IX. New Business

A. Cybersecurity. President Maguire would like to assess the current state of the library's cyber security and backup/recover ability in the event of another ransomware attack. He would then like to start drafting a plan to reduce vulnerabilities and, in the event of another attack, reduce impact to services, downtime, and data loss.

X. Directors Report. Van Patten provided the Memorandum of Understanding (MOU) between the OCPL System and the OCPL Member Libraries. Van Patten reviewed the options available for any member board that votes no in the event the MOU is approved by a 75% majority of the member library boards.

XI. Adjournment. Motion by Falleson, seconded by Schmutz that the meeting be adjourned at 9:26 p.m. Carried. The next Board meeting will be held on Wednesday, September 8, 2021 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary