

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – September 8, 2021

PRESENT: Craig Maguire, President; Linda Clarkson, Vice-President; Mary Schmutz, Lauren Russett, Pamela Fallesen, Mary Lou Carpinella, Margaret Van Patten, Library Director; Krista Wells, Secretary

EXCUSED: Bruce Jones

The Board meeting was called to order by President Maguire at 7:37 p.m.

- I. Disposition of Minutes of August 4, 2021. The minutes were distributed and discussed. Motion by Russett, seconded by Fallesen 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 Budget Status Report for 7/1/2021 - 7/31/2021 was distributed and discussed. Motion by Russett, seconded by Fallesen that the Public Funds report for Cycle 1 - 7/1/2021 – 7/31/21 be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund reports dated July 1, 2021, August 1, 2021, and September 1, 2021 were distributed and discussed.

Motion by Carpinella, seconded by Russett, that the Donation Fund report dated July 1, 2021 be approved and accepted as presented. Carried.

Motion by Clarkson, seconded by Fallesen, that the Donation Fund report dated August 1, 2021 be approved and accepted as presented. Carried.

Motion by Fallesen, seconded by Clarkson, that the Donation Fund report dated September 1, 2021 be approved and accepted as presented. Carried.
- V. Bills – Public Fund. The bills for August 4, 2021 to September 8, 2021 were distributed and discussed. Motion by Carpinella, seconded by

Fallesen that the bills for August 4, 2021 to September 8, 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 \$41,100.00 remaining after the parking lot construction and the cooling tower projects. Myriad provided an updated quote for installing LED lights in the basement, \$9,872.00. Van Patten will reach out to Cooney regarding HVAC sanitation and dehumidification options.

B. Monthly Energy Use Review. National Grid reports for this month have not been posted yet. A review of the previous month shows therms are on track with previous years; kWh show a slight increase that may be due to the construction projection and will continue to be monitored.

C. Fine Free. Van Patten updated the Board on the fine free status of local libraries. Van Patten stated that Suburban Directors moved up the overdue/collection notice to 30 days. The change will go into effect this month.

D. OCPL Memorandum of Understanding (MOU). The MOU must be accepted by at least 75% of the member library boards of trustees to go into effect. Van Patten reviewed the consequences of approving or not approving the MOU. Motion by Fallesen, seconded by Schmutz, to approve and accept the OCPL Memorandum of Understanding. Carried.

E. Other. Maguire requested the following items be added to the agenda under section VIII. Old Business: Mold Remediation, UV Project, Basement LEDs

IX. New Business

A. Personnel Changes.

Motion by Russett, seconded by Fallesen, to accept the resignation of Kimberley Rivera-Cotto, Library Clerk, effective 8/20/2021. Carried.

Motion by Russett, seconded by Fallesen, to accept the resignation of Lauren Shaler, Page, effective 8/30/21. Carried.

B. New Emergency After Hours Team Member. Van Patten discussed the need for local members to be added to the emergency call list. Responsibilities were discussed. Van Patten took down the names and contact information for volunteers.

X. Directors Report. Van Patten reported the money from the state aid came in yesterday, \$9,064. She reported an architect connected to the Annal family has looked at the blue prints for the canal boat. Van Patten spoke with the new superintendent, they will continue to salt the parking lot this year, the library will contribute \$500 for salt. Some libraries are requiring hired performers to either be vaccinated or provide proof of a negative COVID test.

Motion by Carpinella, seconded by Clarkson to approve the following COVID-19 policy:

In accordance with the Baldwinsville Central School District, all Baldwinsville Public Library (BPL) employees and volunteers (staff) must either be vaccinated against COVID-19 or show proof of a negative COVID-19 test weekly. In absence of a negative weekly test, staff must leave the BPL property and obtain a COVID-19 test. Failure to comply with this policy may result in corrective action up to an including suspension without pay. Staff may return to work once proof of a negative weekly COVID-19 test has been provided. Carried.

XI. Adjournment. Motion by Russett, seconded by Fallesen that the meeting be adjourned at 9:23 p.m. Carried. The next Board meeting will be held on Wednesday, October 13, 2021 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary