

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – October 13, 2021

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

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

The Board meeting was called to order by President Maguire at 7:41 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members of library matters.
- II. Disposition of Minutes of September 8, 2021. The minutes were distributed and discussed. Motion by Jones, seconded by Schmutz that the minutes be accepted as presented. Carried.
- III. Treasurer's Report – Public Fund. The Budget Status Reports for 7/1/2020 - 6/30/2021 and 7/1/2021 - 8/31/2021 were distributed and discussed. Motion by Fallesen, seconded by Jones that the Public Funds report for Cycle 98 - 7/1/2020 – 6/30/21 and Cycle 02 - 7/1/2021 – 8/31/21 be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund report dated October 1, 2021 was distributed and discussed.

Motion by Schmutz, seconded by Fallesen, that the Donation Fund report dated October 1, 2021 be approved and accepted as presented.
Carried.
- V. Bills – Public Fund. The bills for September 8, 2021 to October 13, 2021 were distributed and discussed. Motion by Jones, seconded by Fallesen that the bills for September 8, 2021 to October 13, 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 stated there is a noticeable difference in the parking lot drainage since the construction project. Van Patten reviewed the remaining balance of the construction grant and the available options for utilizing the funds (cost breakdown available in Director's Report for Board Meeting... October 13, 2021 handout).

Motion by Jones, seconded by Schmutz, to approve adding the proposed heat pumps to the existing construction grant. Carried.

Motion by Fallesen, seconded by Jones, to approve adding the proposed security camera on the lighting pole in the parking lot to the existing construction grant. Carried.

Motion by Fallesen, seconded by Jones, to approve adding the proposed LED light replacements in the basement to the existing construction grant. Carried.

- a. Basement LEDs. Updating the remaining lights to LEDs was discussed. At this point, the only remaining lights to update are in the basement.
- b. UV Project. None

2. Monthly Energy Use Review. Energy usage is still on track. Natural Gas is projected to have a 31% increase this winter. Not much can be done to mitigate usage of natural gas.

3. Fundraiser: Barnes and Noble Book Fair. No meeting yet. Date set as November 27, 2021.

- B. OCPL Update. All libraries have approved the Memorandum of Understanding (MOU). The MOU will now go before the System Board for approval.

C. Ruth Connell Award. Van Patten explained the history of the Ruth Connell Award and how the recipient is selected. Award date set for November 18, 2021. Fallesen volunteered to assist Maguire in reviewing the nomination from staff members.

D. Health and Safety.

Motion by Schmutz, seconded by Fallesen, to add the COVID-19 Vaccination and Testing policy approved at the September 8, 2021 Board of Trustees meeting to the Health and Safety Plan. Carried.

E. Mold Remediation. Van Patten reported everything in the basement is being cleaned. Things that cannot be sufficiently cleaned are being properly disposed of. The shelving manufacturer has been contacted to see if there is a way to move the shelves from the wall and have them free standing, back-to-back.

F. Fine Policy. Maguire requested this topic be postponed to the next meeting.

G. Friends of the Library. Van Patten reported that the Friends of the Baldwinsville Public Library needs some assistance. It was recently discovered that the 501c3 status has been auto revoked due to non-filing of taxes.

IX. New Business

A. Personnel Changes.

Motion by Schmutz, seconded by Jones, to accept the resignation of Pamela Darstein effective 9/17/2021. Carried.

Motion by Jones, seconded by Schmutz, to accept the resignation of Breanna Froio effective 9/23/2021. Carried.

Motion by Fallesen, seconded by Schmutz, to appoint Ryan Somelofske as Library Clerk I, at \$14.00 an hour, effective 10/1/2021. Carried.

Motion by Schmutz, seconded by Jones, to appoint Emma Curtis as Page, at \$12.50 an hour, effective 10/6/2021. Carried.

Motion by Jones, seconded by Schmutz, to raise the hourly rate of all staff members earning \$12.50 an hour to \$13.20 an hour. Carried.

Motion by Schmutz, seconded by Jones, to appoint Sue Hourihan as Clerk, at \$14.00 an hour, effective 11/1/2021. Carried.

Motion by Fallesen, seconded by Schmutz, to appoint Deborah Nemes as Clerk, at \$15.00 an hour, effective 11/1/2021. Carried.

- X. Directors Report. Van Patten reported that Assemblyman Magnarelli will be visiting the Library on October 26th to see the updates to the interior of the Library and the parking lot. She stated the Library may be receiving more funds to allocate towards children's programming from the Assemblyman. Van Patten also updated the Board regarding the architect who got blueprints for the canal boat on behalf of the Annal Family. He has contacted Meg and asked for a meeting to show sketches of his suggestions for the children's area.
- XI. Adjournment. Motion by Fallesen, seconded by Schmutz that the meeting be adjourned at 9:26 p.m. Carried. The next Board meeting will be held on Wednesday, November 10, 2021 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary