

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – March 9, 2022

PRESENT: Craig Maguire, President; Bruce Jones, Lauren Russett via Zoom, Pamela Fallesen, Margaret Van Patten, Library Director; Krista Wells, Secretary

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

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 of library matters.
- II. Disposition of Minutes of February 9, 2022 meeting. The minutes were distributed and discussed. Motion by Fallesen, seconded by Jones that the minutes be accepted as presented. Carried.
- III. Treasurer's Report – Public Fund. The Budget Status Report for 7/1/2021 - 1/31/2022 was distributed and discussed. Motion by Fallesen, seconded by Maguire that the Public Funds report for Cycle 7 - 7/1/2021 – 1/31/22 be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund report dated March 1, 2022 was distributed and discussed. Motion by Jones, seconded by Fallesen, that the Donation Fund report be approved and accepted as presented. Carried.
- V. Bills – Public Fund. The bills for February 9, 2022 to March 9, 2022 were distributed and discussed. Motion by Maguire, seconded by Fallesen, that the bills for February 9, 2022 to March 9, 2022 be approved and accepted as presented. Carried.
- VI. Bills – Donation Fund. No bills presented.
- VII. Public Comments. None.
- VIII. Old Business.
  - A. Updates

1. Library Construction Grants. No updates.
2. Monthly Energy Use Review. Therms were higher than previous markers, it is thought this is due to the cold January. No other outliers.

B. Annual Budget Vote and Trustee Election.

1. Details Review. Van Patten reviewed the notices being posted for the budget vote and trustee election. She detailed the terms open for election.
2. Election and Public Strategy. Van Patten stated that flyers will be made up and distributed to the public with the proposed budget.
3. Approve Election Inspectors' Salaries. Van Patten reviewed the salaries for election inspectors. Motion by Maguire, seconded by Jones, to set the election inspectors' wage to within 5% of the previous year's wage. Carried.
4. Budget Presentation to the Public. The budget presentation to the public will be held on April 13, 2022 at 6:55 p.m.

C. Continuation of Service Plan/Health & Safety Plan Update. The Continuation of Service Plan/Health & Safety Plan was discussed.

D. Other. None.

IX. New Business

- A. 2021/2022 Budget Adoption. The 2021/2022 proposed budget was distributed and discussed. Motion by Fallesen, seconded by Jones, to accept and approve the budget as proposed during the meeting. Carried.
- B. Tax Cap Update. To be reviewed at the April 13, 2022 board meeting.
- C. Purchasing Policy. None.

D. Personnel. None.

E. Approve Annual Report. The annual report was distributed and discussed. The report is compiled and sent to the state by March 30, 2022. There are a number of new fields on the report that are optional this year, but will become required in the future. Director Van Patten compiled the report following instructions from the State of New York. President Maguire approves the report. Motion by Maguire, seconded by Fallesen, to accept and approve the Annual Report. Carried.

F. Other. None.

X. Director's Report. Van Patten reported that Abe has looked at the flooring samples and recommended the Flotec. He has provided notes on the samples and they are available in Van Patten's office for the Board to review. The annual Breakfast with the Bunny fundraiser at the Fireside Inn will benefit the Annal's Angels Foundation and the Library project to update the Children's area. BCSD suggested that the project might need a public vote. The general consensus is that it will not since the project is not being completed with money raised from taxpayers. Van Patten has submitted a question regarding this to the Ask a Lawyer group.

A staff member inquired about the need to continue proving negative COVID-19 tests if unvaccinated. The Board discussed the options available and agreed to re-evaluate this topic monthly. Motion by Jones, seconded by Fallesen, to remove the COVID-19 testing requirement for non-vaccinated employees who continue to wear a mask while on Library property. Non-vaccinated employees who wish to go unmasked on Library property must continue to provide proof of a negative COVID-19 test weekly. Carried.

Van Patten reported a staff member has inquired if the Library can do something to show support for Ukraine, such as display a flag or ribbons in the country's colors. The Board discussed this topic in depth. The Library is not the place for public statements regarding political matters. If the BCSD or OCPL makes a public statement, the Library may reconsider. Van Patten stated that the NYLA has recently made a statement supporting the libraries in Ukraine, highlighting the efforts they are making during this time. Fallesen asked if it would be possible to put up information regarding reputable places to donate, situations like this tend to create a lot of scam donation sites. Van Patten will look into that.

- XI. Adjournment. Motion by Fallesen, seconded by Jones that the meeting be adjourned at 8:59 p.m. Carried. The next Board meeting will be held on Wednesday, April 13, 2021 at 7:00 p.m.

Respectfully submitted.

Krista Wells, Secretary

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