

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – May 11, 2022

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

EXCUSED: Mary Lou Carpinella

ALSO PRESENT: Steve McMahan, Trustee-elect

The Board meeting was called to order by President Maguire at 7:16 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 April 13, 2022 meeting. The minutes were distributed and discussed. Motion by Schmutz, 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 - 4/30/2022 was distributed and discussed. Motion by Clarkson, seconded by Fallesen that the Public Funds report for Cycle 10 - 7/1/2021 – 4/30/22 be accepted as presented. Carried.
- IV. Treasurer's Report – Donation Fund. The Donation Fund report dated May 1, 2022 was distributed and discussed. Motion by Russett, seconded by Fallesen, that the Donation Fund report be approved and accepted as presented. Carried.
- V. Bills – Public Fund. The bills for April 13, 2022 to May 11, 2022 were distributed and discussed. Motion by Fallesen, seconded by Clarkson, that the bills for April 13, 2022 to May 11, 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. Van Patten will fill out the new for required by New York State for the use of the remaining grant funds.
  2. Monthly Energy Use Review. No outliers.
- B. Annual Budget Vote and Trustee Election. Budget vote passed. Steve McMahon was elected to the Board with 30 write in votes. Trustee-elect McMahon inquired as to the separate dates for the Library and School District votes. Van Patten stated that the votes have historically not been held on the same date, with the exception of the budget vote that was held exclusively via mail due to the pandemic. This separation allows for the Library to hold its vote in April and complete all necessary personnel paperwork before the beginning of the new fiscal year. The separation in date also helps to keep the proposed operating budgets separate. If held on the same day, it could be easy to interpret as one total budget.
- C. Health and Safety Plan. No updates.
- D. Community Room Flooring. Van Patten requested a decision on the Community Room Flooring. The Board reviewed and discussed the samples. Motion by Russett, seconded by Fallesen, to select Milliken Root Work Series RTW 204 Enchant as the new flooring for the Community Room. Carried.
- E. Recognitions for Ed, Barb and Bob. Maguire will work with Jones to get some submarine information and an Adirondack motif for Bob. It was discussed at the previous meeting to possibly name the new canal boat after Ed. Van Patten will get some examples of statues of children reading or being read to for Barb.
- F. Other. Van Patten is having a camera installed and pointed at the ChargePoint station.

IX. New Business

- A. Personnel. Motion by Fallesen, seconded by Russett, to accept, with regrets, the resignation of Chris Wolff, Daytime Page, effective May 18, 2022. Carried.

B. Sale and Disposal of Library Property. Van Patten reviewed a proposed Sale and Disposal of Library Property policy. The Board reviewed the initial plan to share in the rent of a dumpster to clean out the basement. A sale will be held in the Community Room the last weekend in June. After the sale, any remaining items will be offered to surrounding libraries. Any items that are left unclaimed will be disposed of. Motion by Russett, seconded by Schmutz, to approve the current timeline for sale and disposal of Library property. Carried.

Motion by Fallesen, seconded by Russett, to approve the Sale and Disposal of Library Property policy as proposed. Carried.

C. Approve 2022-2023 Salaries. Motion by Schmutz, seconded by Russett, to approve the Proposed Salaries for the 2022-2023 Fiscal Year as presented. Carried.

- X. Director's Report. Van Patten reported that a representative from BOCES EAP (Employee Assistance Program) came to explain how the retirement system works. It was a very helpful session. Van Patten stated she noticed a retirement bill for an employee who should not have retirement charged to the Library. She is looking into this issue.
- XI. Adjournment. Motion by Fallesen, seconded by Clarkson that the meeting be adjourned at 8:37 p.m. Carried. The next Board meeting will be held on Wednesday, June 8, 2021 at 7:00 p.m.

Respectfully submitted.

Krista Wells, Secretary