

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – 12 October 2022

PRESENT: Craig Maguire, President; Linda Clarkson, Vice President; Mary Lou Carpinella; Pamela Fallesen; Steve McMahon; Mary Schmutz; Margaret Van Patten, Library Director; MaryAnne Williams, Secretary

EXCUSED: Lauren Russett

The Board meeting was called to order by President Maguire at 7:12 p.m.

- I. Disposition of Minutes of 14 September 2022. The minutes were distributed and discussed. Clarkson and Carpinella were commended for transcribing the minutes. Motion by Schmutz, seconded by Clarkson that the minutes be accepted. 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.
 - A. Cycle 98 - 7/1/2021 – 6/30/22 – Motion by Clarkson, seconded by Fallesen to accept. Carried.
 - B. Cycle 99 – 7/1/2021 – 6/30/2022 - Motion by Carpinella, seconded by Fallesen to accept. Carried.
 - C. Cycle 01 – 7/1/2022 – 7/31/2022 - Motion by Fallesen, seconded by McMahon to accept. Carried.
 - D. Cycle 02 – 7/1/2022 – 8/31/2022 - Motion by Fallesen, seconded by Clarkson to accept. Carried.
- IV. Treasurer's Report – Donation Fund. None.
- V. Bills – Public Fund. The bills for 9/14/2022 to 10/12/2022 were distributed and discussed. The total was \$67,662.47. Carpinella asked if Libby is covered by OverDrive and the answer is yes. Motion by Clarkson, seconded by Fallesen that the bills for 9/14/2022 to 10/12/2022 be approved and accepted as presented. Carried.

- VI. Bills – Donation Fund. Motion by Schmutz, seconded by Fallesen to pay the bill for \$73.74 for flowers for previous board secretary. Carried.
- VII. Public Comments. None.
- VIII. Old Business.
- A. Updates
1. Library Construction Grants. Application has been submitted, the school superintendent and school board president signed off, just waiting on approval from the state.
 2. Basement Lights. Have all been switched to LED. Approval from NYS to use the remaining funds for the purchase of a new cooling tower has been received and bids will be going out.
 3. Camera. A few bids have been received.
 4. Monthly Energy Review. Energy usage is trending at or below historical markers.
 5. Water. No definitive answer yet. The village DPW checked the meter and it is working correctly. There are leaks in the cooling tower. The school system maintenance also checked the meter but will return to run additional tests. Rich is checking the meter multiple times each day. Schmutz asked about the cooling tower replacement; Van Patten stated that the budget for it has been approved but the project approval is still in process.
- B. Ruth Connell Award. Van Patten gave a history of the award, which is presented to a staff member who is chosen by the other staff members. Prior to COVID, it was presented in the spring and past board members funded the award and staff appreciation refreshments. Last year it was presented in the fall but without an active Friends group, it makes sense to push it to spring 2023. Motion by Fallesen, seconded by McMahon to move it to spring. Carried.
- C. Friends. Two information sessions were held on 15 September, one in the morning and one in the evening, and a small number of people expressed interest in reviving the organization. McMahon is talking with a CPA to determine how to get the 501(c)3 status for Friends restored. Van Patten said that the legal relationship

between the Board and the Friends is that the Board can help get the Friends started up, then step back. Carpinella, Clarkson, and Van Patten will determine a date to meet with interested people and determine an action plan for reviving the group.

- D. Health and Safety. There was considerable discussion regarding if the library should make changes to the staff vaccination/masking requirements. Van Patten will check with the school system to learn their current requirement, as well as other libraries.

IX. New Business

- A. Personnel. There were two good candidates from the civil service list who were interviewed for the Account Clerk position. The background check on the top candidate should be complete on 17 October and no issues are expected. Contingent on the completed background check, Pamela Baum will be offered the job of Account Clerk II effective 18 October at a rate of \$21.94/hour. Motion by Carpinella, seconded by McMahon. Carried.

- B. Minimum wage. Motion by Fallesen, seconded by McMahon to raise the hourly rate for pages to \$14.20 effective 31 December. Carried.

- X. Directors Report. Ballantyne Gardens is now doing all the cleaning and planting of garden beds. Van Patten asked that their bill of \$5,700 be approved although the work is not yet complete. Motion by McMahon, seconded by Schmutz. Carried.

- XI. Adjournment. Motion by Clarkson, seconded by Schmutz that the meeting be adjourned at 9:00 p.m. Carried. The next Board meeting will be held on Wednesday, 9 November 2022 at 7:00 p.m.

Respectfully submitted.

MaryAnne Williams,
Secretary