

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – 9 November 2022

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

EXCUSED: Mary Lou Carpinella, Pamela Fallesen, and Mary Schmutz

The Board meeting was called to order by President Maguire at 7:03 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 12 October 2022. The minutes were distributed and discussed. Motion by McMahon, seconded by Clarkson that the minutes be accepted. Carried.
- III. Treasurer's Report – Public Fund. Russett asked when the new salaries took affect and Van Patten said 7/1/2022. Motion by Russett to accept Cycle 3, seconded by Clarkson. Carried.
- IV. Treasurer's Report – Donation Fund. McMahon asked how much the Friends User Book Sale made and Van Patten said \$4,090. BPL will not have a Barnes & Noble book fair this year. Motion by McMahon, seconded by Russett to accept. Carried.
- V. Bills – Public Fund. The bills from 10/13/2022 to 11/9/2022 were distributed and discussed. BPL circulation increased from last year and therefore member dues to Onondaga County public library system increased by \$1,742.34. Motion by Russett, seconded by McMahon that the bills for from 10/13/2022 to 11/9/2022 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 is waiting on an update from the state on the approval status of the cooling tower. The goal is to get it on order so it can be in place for warmer weather next spring. Russett asked how long we have to spend the grant money and Van Patten said 2025.
2. Monthly Energy Review. Energy usage is still tracking at or below historical markers.
3. Health and Safety. Van Patten reported that Baldwinsville Central School District does not have any masking requirements, vaccinated or not. Out of the 22 libraries that Van Patten polled, 10 responded and they also do not have any masking or vaccination requirements. Motion by McMahon, seconded by Russett that BPL suspend all vaccination, testing, and masking requirements but continue to document staff vaccination records. Carried.
4. Friends. Van Patten, Carpinella, and Clarkson reviewed the names of people interested in reorganizing the Friends. Clarkson will draft a follow-up letter asking people to consider the new scope of the organization, determine interest in leadership, and time/day of meetings.
5. Cyber Insurance. Van Patten requested quotes from BPL insurance agent for cyber insurance. Bob Loftus maintains regular backups and utilizes stand alone systems so that all BPL systems are intertwined and interconnected, which minimizes exposure to cyber attacks. While most companies charge in the \$7,000 to \$9,000 range for cyber insurance,

the agent found a policy from Jencap Specialty Insurance Services for \$1 million in coverage that costs \$2,307.01. Motion by Russett, seconded by McMahon to purchase the Jencap Specialty Insurance Services policy. Carried.

IX. New Business

- A. Holiday Schedule. The number of days the library is closed is determined by the Board. There was considerable discussion regarding adding/deleting holidays from what has historically been followed. It was suggested that the holiday schedule be reviewed and approved by the full Board at the December meeting; Van Patten will provide a list of federal and BCSD holidays.
- B. Tax Cap Resolution. Prior to the start of the budget process, the Board passes a tax cap resolution. Motion by Russett, seconded by Clarkson to table the decision to the December meeting so that the resolution can be revised. Carried.
- C. Christmas Gifts. \$50 gift certificates will be given to five exemplary BPL volunteers.
- D. 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. Van Patten provided an update on her attendance at the New York Library Association Annual Conference.

XI. Adjournment. Motion by Russett, seconded by McMahon that the meeting be adjourned at 9:00 p.m. Carried. The next Board meeting will be held on Wednesday, 14 December 2022 at 7:00 p.m.

Respectfully submitted.

MaryAnne Williams,  
Secretary