

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – 13 December 2022

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

EXCUSED: Lauren Russett

The Board meeting was called to order by President Maguire at 7:05 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. Sexual Harassment Training. The required annual sexual harassment training was conducted by Howe. Fallesen arrived at 7:11; the training concluded at 7:39.
- III. Disposition of Minutes of 9 November 2022. The minutes were distributed and discussed. Two errors were noted and corrected: 1) Carpinella was listed as both present and excused, but she was not present and only excused. 2) Although Fallesen was excused, the minutes stated that she made a motion in section IX D to raise the minimum wage for pages. McMahan made the motion and it was seconded by Russett. Motion by Fallesen, seconded by McMahan that the revised minutes be accepted. Carried.
- IV. Treasurer's Report – Public Fund.
 - A. Motion by Carpinella to accept Cycle 4, seconded by Clarkson. Carried.
 - B. Motion by Carpinella to accept Cycle 5, seconded by Clarkson. Carried.
- V. Treasurer's Report – Donation Fund. Motion by Clarkson, seconded by Carpinella to accept. Carried.
- VI. Bills – Public Fund. The bills from 11/10/2022 to 12/14/2022 were distributed and discussed. Motion by Carpinella, seconded by Fallesen

that the bills for from 11/10/2022 to 12/14/2022 be approved and accepted as presented. Carried.

VII. Bills – Donation Fund. \$250 was used by Suzanne McCarthy to purchase gift cards for exemplary BPL volunteers. Motion by Fallesen, seconded by McMahon to approve reimbursement. Carried.

VIII. Public Comments. Van Patten, Maguire, and Fallesen attended the funeral of former board president Barbara Aitken.

IX. Old Business.

A. Updates

1. Library Construction Grants. According to the school district architect, there is one approval left to get from the state for the new cooling tower. Van Patten also said that the state liaison said we possibly have until June 2024 to acquire and install the cooling tower.

A new security camera will be installed and pointed at the charging station in the parking lot.

2. Monthly Energy Review. Energy usage is not showing any real anomalies.

3. Friends. In January, Carpinella and Clarkson will arrange a meeting with those people interested in reorganizing the organization.

4. 2023 Holidays. Motion by Carpinella, seconded by Clarkson to approve the following 2023 holidays:

New Year's Day – Sunday, January 1

New Year's Day observed – Monday, January 2

Presidents' Day – Monday, February 20

Easter – Sunday, April 16

Memorial Day – Monday, May 29

Juneteenth – Monday, June 19

Independence Day – Tuesday, July 4

Labor Day – Monday, September 4

Columbus/Indigenous People's Day – Monday,
October 9

Thanksgiving – Thursday, November 23

Christmas Eve – Sunday, December 24

Christmas – Monday, December 25

Christmas Holiday – Tuesday, December 26

Carried.

Tax Cap Override. Motion by Fallesen, seconded by Clarkson that the following resolution be adopted: “RESOLVED that, pursuant to general municipal law section 3-c(5), the board of trustees of the Baldwinsville Public Library overrides for the July 1, 2022 – June 30, 2023 fiscal year, the tax levy limit imposed by municipal law section 3-c(3). In favor – 6, oppose – 0, absent – 1. Carried.

I. New Business

- A. Water Usage. Maguire presented information about an ultrasonic device that determines the source of water usage. It is manufactured by Kohler and costs \$1,047. He would like to get an estimate on the installation costs from the plumbing service BPL uses as well as their input on any other solution to identify/solve water usage anomalies. The board agreed that he should pursue both inquiries.
- B. Personnel. Van Patten proposed that Wendy Dickens be hired as a full time Clerk 1 starting on 1/1/2023 at an annual salary of \$33,000. Motion by Fallesen, seconded by Carpinella. Carried.
- C. Budget Committee. Van Patten plans to have a budget committee meeting in January to review the first six months of the fiscal year. The meeting will include Maguire, Schmutz, and Howe.
- D. Bob Manning Memorial. Carpinella asked when a memorial plaque for Bob Manning will be discussed. It will be added to the January agenda.
- E. Materials Selection Policy. McMahon requested that a discussion of the materials selection policy be added to the January agenda.

- II. Adjournment. Motion by Fallesen, seconded by Clarkson that the meeting be adjourned at 9:28 p.m. Carried. The next Board meeting will be held on Wednesday, 11 January 2023 at 7:00 p.m.

Respectfully submitted.

MaryAnne Williams,
Secretary