

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – 10 May 2023

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

EXCUSED: Linda Clarkson, Steve McMahon

The Board meeting was called to order by President Maguire at 6:55 pm at 7:16 pm.

- 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 April 2023. The minutes were distributed and discussed. Motion by Carpinella, seconded by Schmutz that the minutes be accepted. Carried.
- III. Treasurer's Report – Public Fund. Van Patten stated that there is still some PILOT money due. There was discussion that some funds will be moved between line items to balance out some end of the fiscal year overages and under spending. Motion by Schmutz to accept Cycle 9, seconded by Fallesen. Carried.
- IV. Treasurer's Report – Donation Fund. Motion to accept as presented by Schmutz, seconded by Carpinella. Carried.
- V. Bills – Public Fund. The bills from 4/13/2023 to 5/10/2023 were distributed and discussed. Motion by Carpinella, seconded by Fallesen to approve as presented. Carried.
- VI. Bills – Donation Fund. None.
- VII. Public Comments. None.
- VIII. Old Business.
 - A. Updates
 1. Library Construction Grants. An architect with King & King, the architectural firm for Baldwinsville Central School District, analyzed the bids for the cooling tower project, and defined the parameters of what each portion of the project should generally cost.

2. Monthly Energy Review. Energy usage is right on track with past years.

B. Annual Budget Vote and Trustee Election on April 27. The budget was passed by a large margin. Fallesen was re-elected as trustee and Williams was elected as trustee.

C. COVID Vaccine Requirement. During the pandemic, all non-vaccinated library employees were required to provide a negative COVID test each week. The parents of one student page have a bill for \$1,400 for what their insurance did not cover when they took the tests at a local urgent care facility; they would like some or all reimbursement from BPL since the testing was an employment requirement. Motion by Carpinella to table the decision until more information is obtained, seconded by Fallesen. Carried. Van Patten will contact BPL's attorney for guidance.

D. Other.

1. Materials Selection Challenge Form. Van Patten requested clarification on who and how the challenge form will be provided to patrons. Any staff member who receives a complaint about materials will direct the patron to the senior librarian on site, who will provide the form to the patron.

2. Board Secretary. The position is still available, although Betty Brainerd has agreed to be a last minute substitute but not secretary on a regular bases. Abe Morelli would also like another person to be trained as assistant treasurer, to provide back up to him.

3. Friends of BPL. Carpinella is organizing a meeting on May 23 of those who expressed interest in getting the organization back in operation. She expressed concern regarding where the meeting and future meetings will be held, given that the children's collection will be moved into the community room during the renovation; Van Patten stated that they will find meeting space for them.

4. Children's Room. The children's collection will be moved into the community room the week of May 29 and renovation will start on June 5.

5. Book Sale. The May book sale raised \$5,800.

IX. New Business

A. Personnel. None.

- B. Ruth Connell Award. Staff members nominate other staff members for the award. The award and reception cannot be funded out of money raised by Friends until there are officers for Friends and can approve use of their funds. Van Patten will pick a date for the reception in June and the Board members will contribute to the award and the food.
- C. Security. There have been a number of disruptive incidents in the past few weeks. There are no available BPD officers to walk through periodically or be hired for off duty work. Van Patten is getting quotes for hiring officers from other law enforcement groups. A BPD officer is scheduled to speak at the next staff meeting, and will review safety procedures and best practices for handling disruptions.
- D. Approve 2023-2024 Salaries. Motion by Schmutz to approve as presented, seconded by Fallesen. Carried.
- E. Other. Motion by Carpinella to procure an AED and NARCAN kits, and training the staff to use them, seconded by Schmutz. Carried.
- X. Adjournment. Motion by Fallesen, seconded by Schmutz that the meeting be adjourned at 9:40 p.m. Carried. The next Board meeting will be held on Wednesday 14 June 2023 at 7 pm.

Respectfully submitted.

MaryAnne Williams, Secretary