

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – 11 January 2023

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

EXCUSED: Linda Clarkson

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. Disposition of Minutes of 14 December 2022. The minutes were distributed and discussed. One error was noted and corrected: One trustee abstained from the vote on the Tax Cap Override, not marked absent as stated in the minutes. Motion by Fallesen, seconded by Schmutz that the revised minutes be accepted. Carried.
- III. Treasurer's Report – Public Fund. No reports to review. Van Patten said that \$9,000 was budgeted for insurance this fiscal year, but that purchasing the cyber insurance increased the actual by \$2,300. Not all of the money budgeted for educational training will be used, and Van Patten proposed that \$2,300 be transferred from educational training to insurance. Motion by Fallesen, seconded by Maguire. Carried.
- IV. Treasurer's Report – Donation Fund.
  - A. Motion to accept by Russett, seconded by McMahon. Carried.
  - B. Van Patten reported that \$30,000 is needed for new shelving in the renovation plans for the children's section. Baldwinsville Rotary Club will contribute \$10,000 to match \$10,000 raised by the library. The \$109,968 CD with Seneca Savings, currently earning 1%, can be cashed in early with a penalty of two months of interest, and \$100,000 put into a new CD earning 4%. The remainder will be put towards the shelving. Motion by McMahon, seconded by Carpinella to approve. Carried.

- V. Bills – Public Fund. The bills from 12/15/2022 to 1/11/2023 were distributed and discussed. Motion by McMahon, seconded by Fallesen to approve and accept as presented. Carried.
- VI. Bills – Donation Fund. None.
- VII. Public Comments. None.
- VIII. Old Business.

A. Updates

1. Library Construction Grants. The state architectural and engineering departments have approved the cooling tower plans and the state finance department is currently reviewing the plans; no timeline has been provided for review/approval. Van Patten said that according to the state liaison, we have until June 2024 to acquire and install the cooling tower.

The renovations to the children's section can proceed without any state reviews or approvals because no public funds are being used.

Assemblyman William Magnarelli provided \$20,000 for the boat in the children's section, as well as another \$25,000 for the community room flooring, mural, and audio editing equipment. Van Patten said that a special account code will be created to show how this money will be received and spent.

2. Monthly Energy Review. Energy usage continues to not show any anomalies.
3. Collection Development Selection Policy. Russett reported that the Trustee Advisory Council will meet via Zoom on Tuesday March 28, 5:30 to 7:30, to discuss collection selection. All trustees and library directors are invited to participate; she will distribute information when available.

McMahon and Schmutz proposed replacement language for Part C in Policy IX, materials selection, in the library policy handbook. There was considerable discussion of who should address public comments and how those comments will be addressed. It was decided that a new material comment form be developed; McMahon, Schmutz, and Van Patten as well as Nancy Howe, will meet to create the form and process.

4. Friends. Carpinella and Clarkson contacted the seven people who indicated an interest in reviving the organization. They will meet at 1 pm on Thursday January 19 to organize and discuss goals, activities, and leadership. Fallesen said that she would announce the next Travelers' Club meeting, and Leslie Morelli will announce it at the next book club meeting.

IX. New Business

- A. Personnel. Van Patten announced that Noreen Saccone will retire on January 28 and Deborah Nemes will retire on January 20. Meghin Roberts has resigned with a last day of January 20. Motion by Fallesen to accept the three resignations, seconded by Russett. Carried.

There are two good candidates for Saccone's job and interviews will take place next week. Van Patten proposed an annual salary of \$41,000 for the position; motion to approve by Schmutz, seconded by Russett. Carried.

Van Patten proposed an hourly rate of \$14.71 for Nemes' position; motion to approve by Fallesen, seconded by Carpinella. Carried.

Van Patten will canvas the Librarian 1 list to identify candidates for Roberts' position, and Corrine Kushner will sub as needed. Van Patten proposed an annual salary of \$45-48,000 for the position; motion to approve by Fallesen, seconded by Russett. Carried.

- B. Part-time Staff Benefits. A permanent part-time staff member asked Van Patten that permanent part-time employees be paid for a holiday if they were normally scheduled to work that day. Van Patten reviewed the part-time schedules and noted that there would be a wide variation in the number of paid holidays that part-time employees would receive. McMahon requested that Van Patten make a recommendation and that it be added to the February agenda.

- X. Adjournment. Motion by McMahon, seconded by Russett that the meeting be adjourned at 9:05 p.m. Carried. The next Board meeting will be held on Wednesday, February 8, 2023 at 7:00 p.m.

Respectfully submitted.

MaryAnne Williams, Secretary