

Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – 12 April 2023

PRESENT: Craig Maguire, President; Mary Lou Carpinella; Linda Clarkson; 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 6:55 pm for public comments, of which there were none. The regular business meeting was called to order at 7:13 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 8 March 2023. The minutes were distributed and discussed. Motion by McMahon, seconded by Schmutz that the minutes be accepted. Carried.
- III. Treasurer's Report – Public Fund. Motion by Fallesen to accept Treasurer's Report for 7/1/2022 to 2/28/2023, seconded by Clarkson. Carried.
- IV. Treasurer's Report – Donation Fund. Motion to accept as presented by Clarkson, seconded by Carpinella. Carried.
- V. Bills – Public Fund. The bills from 3/9/2023 to 4/12/2023 were distributed and discussed. The library credit card with Key Bank was not paid on time by the BCSD accounting department. Van Patten spoke with the BPL contact there and going forward, the bill will be paid automatically so there will be no more late charges. Motion by Clarkson, seconded by McMahon to approve as presented. Carried.
- VI. Bills – Donation Fund. None.
- VII. Public Comments. None.
- VIII. Old Business.
  - A. Updates
    1. Library Construction Grants. Bids were received for the entire cooling tower project, which also includes dehumidifiers, a wiring

harness, and heat pumps. The bids were more than four times higher than the bids received prior to the pandemic: \$62K and \$68K for just the cooling tower. before the pandemic vs. \$276K now. Part of the escalation was due to the original bids not including prevailing wages. The \$22K left from the parking lot paving can be applied to the project, and there may also be grant money available.

Motion by McMahon to reject the bids, seconded by Carpinella. Carried.

Motion by Fallesen that the library work with BCSD engineer to review project requirements, change the scope of the project to just include the cooling tower, and send out for rebid. Seconded by McMahon. Carried.

2. Monthly Energy Review. Energy usage is trending downward.

- B. Annual Budget Vote and Trustee Election on April 27. Van Patten distributed the information flyer. Absentee ballots will be mailed on Friday April 14 to those people on the permanent list of absentee voters; anyone not on the list can request an absentee ballot at the front desk.

Van Patten proposed that Ron Waterbury serve as a second election inspector. Motion by Fallesen, seconded by Clarkson to approve Waterbury as a second election inspector and pay him at the rate set by the Onondaga County Board of Elections. Carried.

There will also be volunteer inspectors. Motion by McMahon, seconded by Schmutz to approve Norma Widman, Lynn Rosentel, Sue McManus, and Cindy Clarke as volunteer election inspectors, and Jenny Doane and Camilla Moses as alternates. Carried.

- C. Agreement between the Library and School District. Van Patten reviewed the agreement that the library and BCSD sign each year that outlines the responsibilities of each party. Motion by McMahon, seconded by Clarkson to approve the agreement and authorize Maguire to sign on behalf of the library. Carried.
- D. Children's Room Update. The renovation is scheduled to start on June 5, and will take 6 to 7 weeks to complete.
- E. Collection Development Selection Policy. The response letter was revised to reflect the changes discussed at the March meeting.

IX. New Business

A. Rescind Tax Cap. The proposed budget did not exceed the tax cap. Motion by Fallesen to rescind the tax cap, seconded by Clarkson. Carried.

B. Personnel. None.

C. Board of Trustees. Russett has moved out of the BCSD but still wishes to be a trustee. Van Patten stated that trustees must reside in the BCSD and that Russett needs to write a letter of resignation.

McMahon complimented Adult Services Librarian Jacquie Owens on the Erie Canal Days programs.

X. Adjournment. Motion by Fallesen, seconded by Clarkson that the meeting be adjourned at 8:55 p.m. Carried. The next Board meeting will be held on Wednesday 10 May 2023 at 7 pm.

Respectfully submitted.

MaryAnne Williams, Secretary