

## Baldwinsville Public Library

## Board of Trustees

## Minutes of Meeting – 14 June 2023

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

EXCUSED: Linda Clarkson

The Board meeting was called to order by President Maguire at 7:12pm.

- I. Conflict of Interest. No conflict of interest relating to the Board members of library matters.
- II. Disposition of Minutes of 10 May 2023. Minutes were distributed and discussed. Motion by Schmutz to accept, second by McMahon. Carried
- III. Treasurer's Report – Public Fund. Motion to accept by Fallesen, second by Carpinella. Carried.
- IV. Treasurer's Report – Donation Fund. Barbara Aitken, past President of Library Board, left the library \$20,000, with no restrictions on the money. The required document was notarized and sent back to the lawyer. Barbara retired from the library where she was in charge of story time. Library will do something in memory of Barbara. Motion to accept by McMahon, second by Schmutz. Carried
- V. Bills - Public Fund. Bills from 5/11/2023 to 6/14/2023 were distributed and discussed. Explanation of Playaway products, which are Audio and Video for Children and Adults. Bruce King designed the children's library and the state wanted change in the boat design, which Bruce took care of in one day. There was a mix-up with the sign over the children's area and sign companies are submitting proposals. Talked about naming the boat and the theme in the new children's area. Possibly honoring Barbara Aitken or Ed McManus. Motion to accept by McMahon, second by Fallesen. Carried.
- VI. Bills – Donation Fund. None
- VII. Public Comments. None
- VIII. Old Business
  - A. Updates:
    1. Library Construction Grants. It was noted that in writing grants you need to use correct terminology for the best results. You need to be careful of the words you

use. Discussion on companies not using prevailing wage. If state money is being used, prevailing wage should be paid. However, that is not always the case. The County does always use prevailing wage. You do not need to use the prevailing wage if it is for maintenance. The library driveway grant cost less than expected. Window at far end of children's area is leaking water. It was found during the deconstruction of the area and after removing shelving, there was very wet sheet rock found. Craig Maguire checked the roof. It's in good shape and the parapets are fine. When water drips from the roof, it drips into the window, which will have to be resealed. It was suggested that a cherry picker be used to fix it. Phil, the architect, will find someone to do it. Because of the cost, \$4000-\$5000, it does not have to be bid on.

2. Monthly Energy Review. Energy use is comparable with last year's usage at the same time. The water situation is okay and the sump pumps are now pad locked. In the custodial room an alarm goes off for the sump pumps. When the basement flooded, the custodian siphoned out water and dumped it into his sink, where it was recirculating and the pump failed. Now there are two pumps. At some time generators and backup pumps will have to be discussed.

- B. COVID Vaccine Requirement. The Library required weekly Covid testing if not vaccinated. However, the library was vague about paying for testing. A former employee had PCR testing from Sept. 20, 2021 – December 14, 2021. There is an outstanding bill that insurance did not cover and family has asked for compensation. It was discussed and decided that the library will pay fifty percent of the bill. Motion to pay by Schmutz, seconded by McMahon. Carried.

C. Other.

1. Assemblyman William Magnarelli will again be donating money to the library, to be used specifically for programs.
2. Ruth Connell Staff Appreciation Day Thursday, June 22, 2023 from 8-9 a.m. in the library. Members of the Board will be bringing the goodies. There will be awards and recognitions.
3. Friends of the Library. Mary Lou Carpinella and volunteer Cindy Falice are part of an Ad Hoc Committee to reorganize and revitalize Friends. Ed Norton says not to elect permanent officers yet. Mary Lou will give a list of names to Cindy for those offices.

IX. New Business

- A. Nominating Committee. We need to elect a President and Vice President. The Treasurer is determined by the Baldwinsville School. We are losing Steve McMahon as he is moving out of our area. We are a Public Library in association with the Baldwinsville Central School District. The Secretary is appointed by the library board.

B. Budget Vote Date for 2024. Margaret Van Patten suggested we go back to the last Thursday in April. Motion by Carpinella, second Fallesen. Carried.

C. Insurance Policy. The library insurance is through Utica National Insurance Group because we get dividends back. It is hoped that there will be no changes in the policy. Fallesen moved to pay the policy as long as there are no changes. Second McMahon. Carried.

D. Personnel.

1. Approved the resignation of Wanda Abrams as a substitute librarian.  
Motion by Fallesen. Second Maguire. Carried

2. It is with pleasure that the library welcomes KC VerHage as our new Children's Librarian. His starting salary will be up to \$47,000 with an increase after 6 months. This is conditional pending his review. He is very interested and has great enthusiasm. He was at the Seneca River Days and even helped at the library area. Motion to hire KC by Fallesen. Second Carpinella. Carried

X. Director's Report.

XI. Adjournment. Motion to adjourn at 9:00 pm. by Carpinella. Second by Fallesen. Carried

Respectfully submitted,

Diane Natale, Secretary