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| OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, April 04, 2017 7:00pm - 8:15pm | Board Members Present : | | Others : | Visitors : |
| | Miles Becker | Cathy Santos (President) | Carol Ferlito (D.OPL) | Theresa Slosek (FOL) |
| | | Dr. Joseph Sgarlata (Policy) | | |
| | | Lee Walker Jr. | | |
| | Andrea Ross (Recording Secretary) | | | |

| # | Item | Presenter | Action |
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| 1) Approval and Additions to Agenda | C.Santos official action | | |
| Add item 8.e Motion to Accept 04-April-2017 Agenda | | | |
| Motion: M.Becker | - 2nd: J.Sgarlata | In favor: M.Becker A.Ross | Opposed: C.Santos J.Sgarlata |
| | | | Absent: G.DeMass K.Mantaro |
| | | | Motion: Passes |

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| 2) Welcome and Public Comment | C.Santos greetings |
| Greetings to FOL member Theresa Slosek News from FOL: | |
| <ul style="list-style-type: none"> • Successful fundraiser with Bookmobile in February (pancakes and gift baskets) each org netted \$1000 • fundraiser planned for end of May "build a terrarium" at Steamers • author program planned with Nancy Henderson 2pm Saturday, 4/29 • FOL would like to purchase a sign for front of library (display hours and programs). A.Ross will attend 4/18 FOL meeting to discuss coordination with Library Services Committee, and Library's restrictions on historic standards • FOL President has been ill, LBOT will send card • Bookmobile listed as community resource on city web site, but library is not, C.Ferlito will try again to make contact to rectify. | |

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| 3) Correspondence | C.Santos |
| <ul style="list-style-type: none"> • Note from FOL in thanks for help with minigolf event • Letter from Senator Ritchie thanking us for contacting her regarding support for libraries in the New York State Budget • Letter from IRS stating that they have accepted our report and there will be no charge placed against the library. • Certificate of support from H. Lee White Marine Museum • Received the following donations: <ul style="list-style-type: none"> ~ \$5.00 from patron thanking us for our excellent service. ~ \$100.00 from Joanne Henry. No restrictions. ~ \$300.00 memorial check from Linda Shannon. Gift is in memory of Audrey Johnson, Joan Mansfield & Beverly Stewart. No restrictions on the gift. ~ \$50.00 from district treasurer for use of community room • Received Utica National Insurance <ul style="list-style-type: none"> ~ dividend check for \$1,959.51 ~ notice that we've been refunded \$539 on our premiums for Worker's compensation. Premium has decreased from \$6,186 to \$5,647.00 | |

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| 4) Approval of Minutes of March 07, 2017 | A.Ross official action | | | | |
| Lee Walker's name left off top of minutes, though all votes were recorded properly Motion to Accept Minutes of 07-Mar-2017, with correction to be added | | | | | |
| Motion: M.Becker | - 2nd: A.Ross | In favor: M.Becker A.Ross | Opposed: C.Santos J.Sgarlata | Absent: G.DeMass K.Mantaro | Motion: Passes |

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| 5) Financial Report | M.Niess report | | | | |
| J.Sgarlata, C.Tascarella, and M.Niess did not find anything specific to report to Board, full report handed out for review Motion to Receive and File Financial Report | | | | | |
| Motion: M.Becker | - 2nd: A.Ross | In favor: M.Becker A.Ross | Opposed: C.Santos J.Sgarlata | Absent: G.DeMass K.Mantaro | Motion: Passes |

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| 6) Committee Reports- | |
| 6.a) Finance Committee (M.Niess, J.Sgarlata, C.Ferlito, C.Tascarella) | M.Niess |
| Discussion of the 2017-2018 budget proposal as submitted by Carol Ferlito <ul style="list-style-type: none"> • Federal funds to OPL may be eliminated or sharply reduced, based on federal budget as proposed • C.Santos wishes to delay vote until Board can review info sent by D.Kuhn. Deadlines for budget require special meeting to be held to vote on budget. Special meeting will be Thursday 06-Apr-2017 @ 6pm. • Finance Committee discussed raises: as OPL is non-union, raises can be done by category, instead of across-board. Clerks now earn just above minimum wage, OPL needs to offer better wage; consider raise to clerk category. • Theresa Slosek wonders if having more programming for teens may reduce need (and cost) of security <ul style="list-style-type: none"> ~ C.Ferlito has goals for increasing programs for both teens and adults (such as a 3D printer event with the college); will coordinate with Library Services Committee ~ C.Santos notes that lack of programs for teens is a city-wide concern, city, library, schools, FOL should work together. ~ Also, teens are not the only security concern, as stalking and drug use by adults have been observed. | |
| 6.b) Building Committee (L.Walker, C.Ferlito, G.Krul) | L.Walker report |
| Light for flag filled with water, needs repair or replacement. If over \$1000.00, C.Ferlito will come back to Board for a vote. The flag is down until it can be lit at night | |
| 6.c) Personnel Committee (K.Mantaro, J.Sgarlata, G.DeMass) | K.Mantaro & J.Sgarlata no report |

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6) Committee Reports- (continued)

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| 6.d) Policy Committee (J.Sgarlata) | J.Sgarlata | report |
| Discussion of a change to policy 2.8 - travel reimbursements No libraries in research note a specific rate (the mileage rate changes each year, decided by IRS) The language should be kept general. | | |
| 6.e) Library Services Committee (A.Ross, E.Elsner, C.Wilcox, D.Collins, K.Swartz, M.Redding) | A.Ross | no report |
| <ul style="list-style-type: none"> As mentioned in Finance committee discussion, LSC should work on programing for teens and adults, and coordinate with outside groups. A.Ross will attend FOL meeting on 18-Apr-2017; new member has ideas about and interest in programing for programing for many ages. M.Becker wanted to express that Karen Schwartz is amazing, and he can't compliment enough her efforts with children's programing. | | |
| 6.f) Technology Committee (A.Ross, E.Elsner, C.Wilcox) | A.Ross | no report |
| 6.g) Art Gallery Committee (C.Ferlito, E.Elsner) | C.Ferlito | report |
| Michelle Southgate has work hanging now, and the next several months are covered. | | |
| 6.h) Nomination Committee (C.Santos, G.DeMass) | C.Ferlito | no report |

7) Old Business-

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| 7.a) Discussion of increasing work hours from ICU Security for the 2017 summer months | C.Ferlito | discussion |
| <p>C.Ferlito spoke with ICU: they have no conflict with increasing summer hours.</p> <ul style="list-style-type: none"> Rates will not be effected by increase in prevailing wage, OPL's per-hour cost will remain the same. Days/hours covered each week fluctuate, as problem days/hours have changed. increased summer hours has been factored into the budget C.Santos would like a comprehensive report from ICU for the Board to review, C.Ferlito will acquire. | | |

8) New Business-

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| 8.a) Director's Report | C.Ferlito/E.Elsner | report |
| <p>Submitted electronically to Board : see full report for details</p> <ul style="list-style-type: none"> Correspondence detailed in item 3 NCLS report has been forwarded to the state Board does not need to send a resolution on budget, as proposed increase is under threshold. Annual audit set for July, so Comptroller's deadline should be met this year (Comptroller aware of tough schedule with fiscal year end) Tug Boat will soon be installed in children's room National Library Week is April 9th - 15th C.Ferlito met with Penfield Library personnel to discuss joint game night at OPL (bring together college and community) Idea for Library Services Committee endeavor; easy "Fix-It" or How-To" lessons/events. | | |
| 8.b) Motion to Approve 2017-2018 Budget | C.Ferlito | |
| Motion to Table Budget vote until special meeting to be held at 6pm Thursday 06-April-2017 | | |
| Motion: J.Sgarlata | - 2nd: L.Walker | In favor: M.Becker A.Ross C.Santos J.Sgarlata L.Walker |
| Opposed: | Absent: G.DeMass K.Mantaro | Motion: Tabled |
| 8.c) Motion to amend policy 2.8 | J.Sgarlata | report |
| Motion to Approve replacement of policy 2.8 per Policy Committee discussion at item 6.d | | |
| Motion: M.Becker | - 2nd: J.Sgarlata | In favor: M.Becker A.Ross C.Santos J.Sgarlata L.Walker |
| Opposed: | Absent: G.DeMass K.Mantaro | Motion: Passes |
| 8.d) Motion to approve increasing ICU security hours for summer 2017 | C.Ferlito | |
| Motion to Table approval of increased work hours from ICU Security for the summer months as discussed in item 7.a | | |
| Motion: M.Becker | - 2nd: L.Walker | In favor: M.Becker A.Ross C.Santos J.Sgarlata L.Walker |
| Opposed: | Absent: G.DeMass K.Mantaro | Motion: Tabled |
| 8.e) Motion to accept letter from staff member decreasing work hours | C.Ferlito | |
| Motion to accept letter from staff member requesting reduction in work hours from 20/wk to an as-needed basis starting 17-Apr-2017. | | |
| Motion: J.Sgarlata | - 2nd: M.Becker | In favor: M.Becker A.Ross C.Santos J.Sgarlata L.Walker |
| Opposed: | Absent: G.DeMass K.Mantaro | Motion: Passes |

Adjournment: Next regular board meeting is 7 pm on Tuesday May 02, 2017.

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| Motion to Adjourn | | |
| Motion: L.Walker | - 2nd: J.Sgarlata | In favor: M.Becker A.Ross C.Santos J.Sgarlata L.Walker |
| Opposed: | Absent: G.DeMass K.Mantaro | Motion: Passes |