

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, August 06, 2016 7:00pm - 7:40pm	Board Members Present :		Others :	Visitors :	
	Miles Becker			Carol Ferlito (D.OPL)	Theresa Slosek (FOL/Bookmobile)
	George DeMass		Dr. Joseph Sgarlata (Policy)	Mercedes Niess (Co-Treasurer)	
	Kathleen Mantaro (VP)		Lee Walker Jr.		
	Andrea Ross (Recording Secretary)				

#	Item	Action	Presenter
1)	Approval and Additions to Agenda Items added: 6.a.3) Bond Review Motion to Accept Agenda Motion: - 2 nd : M.Becker J.Sgarlata In favor: M.Becker K.Mantaro L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: C.Santos Motion: Passes	official action	K.Mantaro
2)	Welcome and Public Comment Theresa Slosek reports that - FOL held no summer meetings, as quorum is was not achieved during summer 2015. - Bookmobile is now an independent entity; C.Santos signed over title. Bookmobile group is grateful that OPLBoard held title so Bookmobile could remain active. - The Bookmobile group would like to continue partnership with OPL; possible ways to do this include coordinating themes between Bookmobile and Children's Room.	greetings	K.Mantaro
3)	Correspondence - A.Ross is sending a thank you card from the Board to Dave Bock of Minetto Painting; while painting the windows, he found and addressed paint issues with doors, safety railing front light stands, and masonry. - \$100 donation received from Mr. & Mrs. Bellardini in memory of their daughter Angela.		K.Mantaro
4)	Approval of Minutes of 05-July-2016 No corrections noted. Motion: - 2 nd : G.DeMass M.Becker In favor: M.Becker K.Mantaro L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: C.Santos Motion: Passes	official action	A.Ross
5)	Financial Report M.Niess - C.Tascarella did not report any concerns - fiscal year started 01-JUL-16 J.Sgarlata - did not see anything out of ordinary Motion to Receive and File Report Motion: - 2 nd : G.DeMass M.Becker In favor: M.Becker K.Mantaro L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: C.Santos Motion: Passes	report	M.Niess
6)	Committee Reports-		
6.a)	Finance Committee	report	M.Niess
6.a.1)	As discussed in 05-July-16 meeting, per M.Niess's request, C.Ferlito contacted the State Comptroller on behalf of the OPL asking for an extension on our annual report. Normal deadline is 2 months after the end of our fiscal year or August 30th. OPL has been granted an extension or until October 30th. In general, more time is needed to put the report together. C.Ferlito has reported this to the Comptroller, and a State-level change is in process for future reporting; OPL is not the only organization to report an issue with the current timeline of reporting.		
6.a.2)	C.Tascarella has set up audits, interviews with C.Ferlito, E.Elsner, and R.Sculin. Audits should be done by early September, and will be included in report to Comptroller.		
6.a.3)	Bond review is in September, last fiscal report, as well as three years of budgets were submitted.		
6.b)	Building Committee L.Walker defers to C.Ferlito for the report C.Ferlito - Windows in better shape than expected; caulk was failing, not the wood. Disintegration of caulk caused by UV. Re-caulking/re-glazing should be on a 5yr schedule. - Dave Bock offered to paint exposed brick to help seal, also noticed areas that will need resealing and repainting, as well as other areas needing attention.	report	C.Ferlito & L.Walker
6.c)	Personnel Committee Personnel Committee met, but must discuss issues further before reporting to Board at 06-SEP-16 meeting	report	K.Mantaro & J.Sgarlata
6.d)	Policy Committee Following an incident of concern in the library it suggests that under 5.12 Patron Code of conduct, one more bullet (following "unattended young children") should be added on health and public safety. "The disruptive behavior includes, but is not limited to, endangering the health and safety of other patrons and staff." Motion to add bullet point to 5.12 in Policy Manual Motion: - 2 nd : L.Walker G.DeMass In favor: M.Becker K.Mantaro L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: C.Santos Motion: Passes	no report	J.Sgarlata
6.e)	Library Services Committee- M.Niess suggests having a how-to by the computer to guide users when computer catalog is not working. C.Ferlito will work on this. When patrons x-out of screen, a librarian must reconnect computer; it would be useful for patrons to know that this is a time to get a librarian, they are not doing anything wrong	no report	A.Ross
6.f)	Technology Committee-	no report	A.Ross
6.g)	Art Gallery Committee- New Display installed on Tuesday 02-AUG-2016	report	C.Ferlito / E.Elsner
6.h)	Nomination Committee-	report	G.DeMass

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7)	<u>Old Business-</u>		
7.a)	<u>Discussion: Painting of windows completed</u> Matter discussed in full under building report.		C.Ferlito / Elsner
7.b)	<u>Announcement: Library Construction Grant -</u> Preliminary payment for 90% of this grant has been submitted to Library Development. Once they have reviewed it, we will receive 90% of \$66,000.00 used on the turrets. Funds will be returned to our savings account once check is received. After 90% received, C.Ferlito will file SF10, which will trigger release of final 10%.		
8)	<u>New Business-</u>		
8.a)	<u>Director's Report</u> <i>See full report for more details.</i> - Front step must be reset, work will start sometime after August 12 which is the end of summer reading program ; Date to be determined. - Security alarm has been malfunctioning and triggering when no one is in the building. - Volney Multiplex will take it off line when no one is in building until they can resolve the problem - Issues have developed with fire alarm : alarm rings in building, but does NOT register at firehouse - C.Ferlito will discuss with company in phone call 03-August-16 - until resolved, staff MUST dial 911 in case of fire		C.Ferlito / E.Elsner
8.b)	<u>Presentation of NCLS plan of Service - vote to be held at 06-September-16 meeting</u> Every NYS Board of Trustees must reply to NCLS on this matter. Vote will be held at 06-September-16 meeting . C.Ferlito will then compile comments.		
<u>Adjournment: Next regular board meeting is 7 pm on Tuesday September 06, 2016.</u>			
	Motion: L.Walker	- 2nd: M.Becker	In favor: M.Becker K.Mantaro L.Walker G.DeMass A.Ross J.Sgarlata
		Opposed:	Absent: C.Santos
			Motion: Passes