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| OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, December 02, 2014 7:04pm - 9:35pm | Board Members Present : | | Others : | Visitors : |
| | | Cathy Santos (President) | | Donna Kuhn (NYSUT) |
| | Kathleen Mantaro (VP) | Dr. Joseph Sgarlata (Policy) | Carol Ferlito (Director, OPL) | Cindy Pauldine (FOL) |
| | Mercedes Niess (Fiscal Officer) | | | |
| | Andrea Ross (Recording Secretary) | | | |

| # | Item | Presenter | Action |
|------|---|---------------------------------------|--|
| 1) | Approval and Additions to Agenda | C.Santos | official action |
| | Motion: A.Ross – 2 nd : J.Sgarlata | In favor: K.Mantaro M.Niess | Opposed: Absent: M.Becker L.Walker |
| | | | Motion: Passes |
| 2) | Welcome and Public Comment | C.Santos | greetings |
| | Cindy Pauldine gave the report on the 11/17 FOL meeting - FOL ordered poinsettia from the Children's Board - Postcards were sent to the Governor about funding (15 sent by 11/17) - funding discussed for crafts and other items for Learning Center - Membership drive for FOL ended; there was a push for younger members - There is a vacancy on FOL that will need to be filled - Update given on minigolf event - Bake Sale fundraiser is in discussion - Staff lunch is planned for the week of 12/08 - Budget was set for 2015, FOL approved: \$7008 beyond FOL, all funding (except for one ipad), \$1000 for BookMobile - Holiday Wrapping Project will be held gain at The River's End Bookstore; shifts are two hours each during three weeks in December - A copy of the approved October FOL minutes was submitted to the Board - The next FOL meeting will be 12/15/14 | | |
| 3) | Correspondence | C.Santos | |
| | Frank Fortino sent a letter of appreciation | | |
| 4) | Approval of Minutes of November 04, 2014 | A.Ross | action |
| | Motion: J.Sgarlata – 2 nd : C.Santos | In favor: K.Mantaro M.Niess | Opposed: Absent: M.Becker L.Walker |
| | | | Motion: Passes |
| 5) | Financial Report | S.Bonney | report |
| | M.Niess reviewed financial documents, but needs more time to give full report to the Board. Board will receive and file the documents compiled by R.Scullin. Items of note: - The library received \$3000 from Senator Richie. A Thank You note should be sent to the Senator from the Board (the library already sent a letter of thanks) | | |
| | Motion: – 2 nd : | In favor: | Opposed: Absent: M.Becker L.Walker |
| | | | Motion: Passes |
| 6) | Committee Reports- | | |
| 6.a) | Finance Committee | M.Niess | |
| | Discussion of the treasurer vacancy by Sharon Bonney brought up several issues to consider. First, a formal letter of resignation has not yet been received; the board will need a letter before a replacement can start in the position . Second, C.Tascarella is willing to assist the Board on a limited basis until a permanent replacement is found. Third, M.Niess is working on a comprehensive list of duties for the Treasurer, which may also inform the replacement for R.Scullin. | | |
| 6.b) | Building Committee | L.Walker | report |
| | Tabled, No Report : L.Walker absent | | |
| 6.c) | Personnel Committee | K.Mantaro & J.Sgarlata | no report |
| | There was an incident with a badge, C.Santos met with library staff about it. Official resignation letter from Sharon Bonney not received, C.Ferlito/C.Santos will co-write a letter asking for the formal resignation. When received, the Board will need to vote to accept the resignation. | | |
| 6.d) | Policy Committee | J.Sgarlata | no report |
| | Tabled | | |
| 6.e) | Library Services Committee- | A.Ross & C.Ferlito | report |
| | C.Ferlito gave the Tourism display update | | |
| 6.f) | Technology Committee- | A.Ross | report |
| | Brief overview of discussions given; see full subcommittee report. | | |

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| | Motion: J.Sgarlata – 2 nd : A.Ross In favor: Opposed: Absent: M.Becker L.Walker Alarm was activated recently, and C.Ferlito discovered that a permit is needed. Cost is \$10/year. Board is voting to approve adding \$10/year to budget for this cost. Motion to Approve payment of \$10/yr to the City of Oswego Police Department for fire alarm permit required per Oswego City Law 57-1 thru 57-11 | | Motion: |
| | Motion: J.Sgarlata – 2 nd : M.Niess In favor: K.Mantaro C.Santos A.Ross Opposed: Absent: M.Becker L.Walker Motion: | | |
| 8.c) | Reinstatement of Cindy Tascarella to the Board of Trustees Approve the appointment of Cynthia Tascarella as treasurer to the Board of Trustees Must Table until S.Bonney officially vacates position. Following discussion of options, A. Ross suggested approving C.Tascarella as "consulting Treasurer", J.Sgarlata made a motion to amend to approve C.Tascarella as consulting Treasurer, to step in officially when resignation from S.Bonney received (Board will not need an additional vote). | | discussion |
| | Motion: J.Sgarlata – 2 nd : A.Ross In favor: K.Mantaro C.Santos M.Niess Opposed: Absent: M.Becker L.Walker Motion: | | |
| 8.d) | D&O - Give director approval to apply for D&O insurance Quotes Approve to Give director approval to apply for D&O insurance Quotes | K.Mantaro | discussion |
| | Motion: M.Niess – 2 nd : K.Mantaro In favor: Opposed: Absent: M.Becker L.Walker Board members must answer Question 10 on lawsuits or civil suits, etc. in order to get full quotes (as Board is covered by library insurance) M.Becker and L.Walker must be contacted, as they are absent from meeting. | | Motion: |
| | Motion: M.Niess – 2 nd : K.Mantaro In favor: J.Sgarlata C.Santos A.Ross Opposed: Absent: M.Becker L.Walker Motion: | | |
| 8.e) | Excellus Health Insurance - Policy Renewal Approve to move to executive session to discuss the renewal of the Excellus Health Insurance policy with increases as identified for 2015 year. Entered Executive session at 8:32pm | K.Mantaro | discussion |
| | Motion: M.Niess – 2 nd : J.Sgarlata In favor: K.Mantaro C.Santos A.Ross Opposed: Absent: M.Becker L.Walker Board members discussed personnel and confidential information. No Further discussion, Motion to Go out of Executive Session at 9:27pm Motion to stay with current Simply Blue Plus Platinum One Plan with the increases identified. | | Motion: Passes |
| | Motion: J.Sgarlata – 2 nd : K.Mantaro In favor: M.Niess C.Santos A.Ross Opposed: Absent: M.Becker L.Walker Motion: | | |
| | Adjournment: Next regular board meeting is 7 pm on Tuesday January 6, 2015. | | |
| | Motion: J.Sgarlata – 2 nd : | | Motion: L.Walker |