

<b>OSWEGO PUBLIC LIBRARY</b> <b>Board of Trustees Agenda</b> <b>Regular Board Meeting</b> <b>Tuesday, December 06, 2016</b> <b>7:00pm - 8:12pm</b>	<b>Board Members Present :</b>		<b>Others :</b>	<b>Visitors :</b>
	Miles <b>Becker</b>	Cathy <b>Santos</b> (Pres)	Carol <b>Ferlito</b> (D.OPL)	Donna G.O. <b>Kuhn</b>
		Dr. Joseph <b>Sgarlata</b> (Policy)		
	Kathleen <b>Mantaro</b> (VP)			
	Andrea <b>Ross</b> (Recording Secretary)			

#	Item	Action	Presenter
1)	<b>Approval and Additions to Agenda</b> Added item 8.c. Approval for C.Ferlito to look into providing security during mini golf event (at request of FOL) Motion to Accept Agenda <b>Motion:</b> - 2 <sup>nd</sup> : A.Ross J.Sgarlata <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass Motion: Passes	official action	C.Santos
2)	<b>Welcome and Public Comment</b> Welcome to Dona Kuhn (report presented at 6.c with executive session to follow)	greetings	C.Santos
3)	<b>Correspondence</b> • C.Ferlito received a donation to be used for any purpose		C.Santos
4)	<b>Approval of Minutes of 01-November-2016</b> No corrections noted. <b>Motion:</b> - 2 <sup>nd</sup> : J.Sgarlata L.Walker <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass Motion: Passes	official action	A.Ross
5)	<b>Financial Report</b> J.Sgarlata - Did not see anything out of ordinary. C.Ferlito confirms the OPL is still waiting for a reply regarding the OCSD remittance issue. Motion to Receive and File Financial Report <b>Motion:</b> - 2 <sup>nd</sup> : A.Ross J.Sgarlata <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass Motion: Passes	report	M.Niess
6)	<b>Committee Reports-</b>		
6.a)	<b>Finance Committee</b> - C.Tascarella and M.Niess have not mentioned any issues to J.Sgarlata. - C.Santos, C.Ferlito, and J.Sgarlata have signed and notarized the SAMS grant paperwork.	report	M.Niess
6.b)	<b>Building Committee</b> L.Walker held a meeting for the building committee - SAMS funds not expended in prior project can be used for the following to paint interior windows at a cost of \$4,175.00 If Board approves in vote at item 8.a.1, work can be done in January 2017 - Drywall repair and repainting (wall damaged by chair over time) at a cost of \$250.00. Vote at item 8.a.2. - Also on list of regular building maintenance is treating for spiders and centipedes, and investigating control methods. - The Library's phone system is failing and needs replacement, should be added as item in budget (projected cost is \$11,593.00). However, North Country Library Service's installation of new dedicated fiber optic cable should be installed first, to avoid and incompatibility issues. C.Ferlito needs L.Walker to find out who owns building on first street There is a storm drainage issue that affects the library). All items covered in Building Report	report	C.Ferlito & L.Walker
6.b.1)	<b>Minetto Painting Company to paint the inside and interior bubbled sides of windows on the main floor</b> As noted above, pending Board approval in vote at item 8.a.1, Minetto Painting Company will paint the inside and interior bubbled sides of windows on the main floor, at a C83which abides by the rules for use of the SAMS funds not expended in prior project.	discussion	
6.b.2)	<b>Updates of the meeting request per the email dated 07-Nov-2016</b> All items covered in Building Report	discussion	
6.c)	<b>Personnel Committee</b>	report	K.Mantaro & C.Ferlito
6.c.1)	<b>Employee insurance presentation by former Board member Donna Kuhn</b> - OPL's current plan (Simply Blue Plus Platinum 1 aka SFD1) will be retired by BCBS, and not available for 2017. - As a smaller employer, OPL does not have many options - Due to changes in employee coverage, there will be a small increase from 2016 to 2017, in the amount of \$587. - OPL has consistently planned well in budgeting for insurance, and come in under budget. - D.Kuhn advises maintaining the 9% increase per year in planning the OPL budget. - D.Kuhn informed Board of plan options available, and that the Mapped Plan, Simply Blue Plus Platinum 2 aka SHI3 is most similar to OPL's current plan.	discussion	D.Kuhn
6.c.2)	<b>Executive Session - Employee insurance</b> Board of Trustees, in accordance with OPL policies and procedures will discuss the health insurance plan options. As this is a personnel matter, Board must enter into Executive Session to discuss. Motion to go into Executive Session at 7:46pm <b>Motion:</b> - 2 <sup>nd</sup> : A.Ross J.Sgarlata <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass Motion: Passes Motion to come out of Executive Session at 7:54pm <b>Motion:</b> - 2 <sup>nd</sup> : J.Sgarlata L.Walker <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass Motion: Passes Board will vote on insurance matter at item 8.d		

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<b>6.d)</b>	<u>Policy Committee</u> No report	report	J.Sgarlata
<b>6.e)</b>	<u>Library Services Committee-</u> No report	report	A.Ross
<b>6.f)</b>	<u>Technology Committee-</u> No report	report	A.Ross
<b>6.g)</b>	<u>Art Gallery Committee-</u> Seeking next show to hang in the library, two potential options identified	report	C.Ferlito
<b>6.h)</b>	<u>Nomination Committee-</u> No report	report	G.DeMass
<b>7)</b>	<u>Old Business-</u>		
<b>7.a)</b>	<u>Information regarding 2013/2014 and 2014/2015 refunds to OCSD</u> - C.Ferlito and C.Santos have not received reply to letter sent to OCSD. As there is also no invoice (as requested), no payment has yet been made.	discussion	C.Ferlito
<b>7.b)</b>	<u>Information regarding the retention of Rebecca Sugar as legal council for OPL</u> Rebecca Sugar is willing to consult, but her expertise is financial; Board should seek out other option for non-financial issues.	discussion	C.Ferlito
<b>8)</b>	<u>New Business-</u>		
8.a.1)	<u>Motion to approve the painting of the windows on main floor of the library from the SAM grant (item 6.b.1)</u> Motion to approve Minetto Painting Company to paint the inside and interior bubbled sides of windows on the main floor at cost of \$4,175.00, funds to be utilized from the SAMs grant. <b>Motion:</b> K.Mantaro - 2 <sup>nd</sup> : J.Sgarlata <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass <b>Motion:</b> <b>Passes</b>	discussion	D.Kuhn
8.a.2)	<u>Motion to approve Drywall and painting project (item 6.b.1)</u> Motion to approve the \$250.00 Drywall and painting project, with funds to come from the library's budget <b>Motion:</b> J.Sgarlata - 2 <sup>nd</sup> : K.Mantaro <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass <b>Motion:</b> <b>Passes</b>		
<b>8.b)</b>	<u>Motion to approve employee insurance policy for 2017</u> Discussed in Executive session Motion to move to the Mapped Plan, "Simply Blue Plus Platinum 2" that replaces the previous plan "Simply Blue Plus Platinum 1", which will be retired 31-December-2016, with increased identified for 2017. <b>Motion:</b> J.Sgarlata - 2 <sup>nd</sup> : M.Becker <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass <b>Motion:</b> <b>Passes</b>		C.Ferlito
<b>8.c)</b>	<u>Security for mini golf event</u> As FOL will have some of the event during odd hours, C.Ferlito will inquire with ICU if coverage can be provided, and at what cost.		C.Ferlito
	<u>Adjournment: Next regular board meeting is 7 pm on Tuesday January 03, 2017.</u> <b>Motion:</b> L.Walker - 2 <sup>nd</sup> : J.Sgarlata <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> G.DeMass <b>Motion:</b> <b>Passes</b>		