

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, January 03, 2017 7:00pm - 7:35pm	Board Members Present :		Others :	Visitors :
	Miles Becker	Cathy Santos (Pres)	Carol Ferlito (D.OPL)	
	George DeMass	Dr. Joseph Sgarlata (Policy)	Mercedes Niess (Co-Treasurer)	
	Kathleen Mantaro (VP)			
	Andrea Ross (Recording Secretary)			

#	Item	Action	Presenter
1)	<u>Approval and Additions to Agenda</u> Added date info for clarification to item 7.a, and motion 8.a.1 Motion to Accept Agenda Motion: G.DeMass - 2nd: J.Sgarlata In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes	official action	C.Santos
2)	<u>Welcome and Public Comment</u> No visitors to this meeting	greetings	C.Santos
3)	<u>Correspondence</u> Letter to OPL in thanks for support to Literacy Citizenship class of 2016 (received 09-Dec-2016)		C.Santos
4)	<u>Approval of Minutes of 06-December-2016</u> No corrections noted. Motion: J.Sgarlata - 2nd: L.Walker In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes	official action	A.Ross
5)	<u>Financial Report</u> Motion to Receive and File Financial Report Motion: A.Ross - 2nd: J.Sgarlata In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes	report	M.Niess
6)	<u>Committee Reports-</u>		
6.a)	<u>Finance Committee</u> Discussion of the IRS letter regarding the filing of form 5227 by Computer Accounting. IRS letter states that file form 5227 (Split-Interest Trust Information) was not submitted by OPL. OPL thus owes \$3,000.00 in penalties C.Ferlito contacted Bill Simmons at Computer Accounting to review case. C.Ferlito signed letter attesting that form 5227 was submitted on time. However, the form was submitted electronically, and IRS is now requiring the form to be submitted in print. The penalty (\$3,000.00) will be absorbed by Computer Accounting, if the penalty is not waived by the IRS. IRS may waive penalty because OPL: (1) has been compliant in past, (2) submitted this year's form electronically (proof of e-filing and IRS approvals of submission), and (3) may be exempt from submitting this form. C.Ferlito will keep the Board updated.	report	M.Niess
6.b)	<u>Building Committee</u>	No report	C.Ferlito & L.Walker
6.c)	<u>Personnel Committee</u> Committee getting a head start on the next budget (comparing staffing levels pre/post renovation and ratio temp staff than permanent staff) Planning will be 3-5 years out, C.Ferlito will present initial numbers to Board at the 07-FEB-2017 meeting. J.Sgarlata and K.Mantaro welcome input from Board, Staff, and Public.	report	K.Mantaro & J.Sgarlata
6.d)	<u>Policy Committee</u>	No report	J.Sgarlata
6.e)	<u>Library Services Committee</u>	No report	A.Ross
6.f)	<u>Technology Committee</u>	No report	A.Ross
6.g)	<u>Art Gallery Committee</u>	No report	C.Ferlito & E.Elsner
6.h)	<u>Nomination Committee</u>	No report	G.DeMass
7)	<u>Old Business</u>		
7.a)	<u>Security services for mini golf tournament</u> ICU will not be working extra hours, as the usual workday is a holiday. Motion to approve The cost of the security services provided by ICU for the mini golf tournament sponsored by Friends of the Library. Security will be provided on Sunday 15-Jan-17 for 5.5 hours, per fees as identified in the ICU contract. Motion: M.Becker - 2nd: G.DeMass In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes	discussion	C.Ferlito
7.b)	<u>Follow-up on discussion regarding 2013/2014 & 2014/2015 refunds to OCSD</u> No contact from Oswego City School District	discussion	C.Ferlito
7.b)	<u>Discussion of retaining non-financial legal council for the Oswego Public Library</u> Rebecca Sugar would only be financial consultant. OPL may wish to engage lawyer for non-financial legal issues. K.Mantaro points out that such expertise would have been beneficial while transferring ownership of the Bookmobile.	discussion	C.Ferlito
8)	<u>New Business</u>		
8.a)	<u>Director's Report</u> - All three parts of the incentive grant have been submitted		C.Ferlito / E.Elsner
8.a.1)	<u>Motion to use NCLS incentive grant to assist in refurbishing the Children's Room</u> Motion to use the full \$600.00 NCLS incentive grant to assist in refurbishing the lighthouse area of the Children's Room Motion: J.Sgarlata - 2nd: K.Mantaro In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes	motion	C.Ferlito / E.Elsner
	<u>Adjournment: Next regular board meeting is 7 pm on Tuesday February 07, 2017.</u> Motion: G.DeMass - 2nd: L.Walker In favor: M.Becker, K.Mantaro, C.Santos, L.Walker, G.DeMass, A.Ross, J.Sgarlata Opposed: Absent: Motion: Passes		