

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, July 11, 2017 7:04pm - 8:04pm	Board Members Present :		Others :	Visitors :
	Miles Becker	Cathy Santos (President)	Carol Ferlito (D.OPL)	Katie Godici (FOL)
	George DeMass	Dr. Joseph Sgarlata (Policy)	Mercedes Niess (Co-Treas)	
	Kathleen Mantaro (VP)			
	Andrea Ross (Recording Secretary)			

#	Item	Presenter	Action
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1) Approval and Additions to Agenda		C.Santos	official action
Motion to Accept Oswego Public Library Board of Trustees Regular Board Meeting Agenda for 11-July-2017			
Motion: G.DeMass	- 2nd: M.Becker	In favor: M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata	Opposed: Absent: L.Walker Motion: Passes

2) Welcome and Public Comment		C.Santos	greetings
Greetings to FOL member Katie Godici			
<ul style="list-style-type: none"> News from FOL: Summer reading program is going well FOL contributed refreshments to the OPL 160th anniversary event 			

3) Correspondence		C.Santos	
Letter received from Senator Ritchie 07-July-17			
<ul style="list-style-type: none"> C.Ferlito notes that the Senator will be in Oswego for the Safe Haven Event 			

4) Approval of Minutes of Regular Board Meeting Tuesday June 06, 2017		A.Ross	official action
Motion to Accept Minutes of Tuesday 06-June-2017 Regular Board Meeting			
Motion: M.Becker	- 2nd: J.Sgarlata	In favor: M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata	Opposed: Absent: L.Walker Motion: Passes

5) Financial Report		M.Niess	report
C.Ferlito notes			
<ul style="list-style-type: none"> the Comptroller Report needs to be verified submitted. Auditors will be in library 18-Jul-17, report must be submitted by 30-Aug-17 			
Motion to Table Financial Report pending M.Niess report			
Motion: J.Sgarlata	- 2nd: M.Becker	In favor: M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata	Opposed: Absent: L.Walker Motion: Passes
Motion to Un-Table Financial Report due to arrival of M.Niess			
Motion: M.Becker	- 2nd: G.DeMass	In favor: M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata	Opposed: Absent: L.Walker Motion: Passes
M.Niess reports that everything looks on target			
C.Ferlito will have R.Sculin run report of all funds still owed to OPL by OCSD			
Motion to Receive and File Financial Report			
Motion: M.Becker	- 2nd: K.Mantaro	In favor: M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata	Opposed: Absent: L.Walker Motion: Passes

6) Committee Reports-			
6.a) Finance Committee (M.Niess, J.Sgarlata, C.Ferlito, C.Tascarella)		M.Niess	discussion
J.Sgarlata has no report			
C.Ferlito received letter asking for 999 form; must be requested from auditors (form must be filed with banks with which OPL has accounts)			
M.Niess will run State Comptroller report after Harborfest. Report sent to M.Niess personal email (only one email allowed) must set up generic/OPL president email that can be passed on to new officers (maybe via NCLS: OPL@ncls.org)			
<ul style="list-style-type: none"> for next year, agenda and schedule for planning and support/backup documentation should be made 			
6.b) Building Committee (L.Walker, C.Ferlito, G.Krul)		L.Walker	report
C.Ferlito reporting			
<ul style="list-style-type: none"> leaks still occurring, must drain entire system (planned for this month) City has been cutting grass while G.Krul out of commission D.Wollworth started working Sundays (very glad to have aboard) Amity Pest Control completed spider spraying K.Mantaro will make additional inquiries for work on floor in computer lab. 			
6.c) Personnel Committee (K.Mantaro, J.Sgarlata, G.DeMass)		K.Mantaro & J.Sgarlata	no report
City sent letter stating Monica and Rebecca can continue on as subs. In addition, Jennifer is interested in subbing.			

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6) Committee Reports- (continued)

6.d) Policy Committee (J.Sgarlata)		J.Sgarlata	no report
6.e) Library Services Committee (A.Ross, E.Elsner, C.Wilcox, D.Collins, K.Swartz, M.Redding)		A.Ross	no report
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
6.h) Nomination Committee (C.Santos, G.DeMass)		K.Mantaro	no report

J.Sgarlata: Nomination committee should have been formed at least last meeting, should move individual votes to next meeting

- M.Becker asks if the full slate of officers can be voted in today; J.Sgarlata says yes.

Motion to nominate the full July-2016 to June-2017 Oswego Public Library Board of Trustees slate of officers to serve as the officers for the July-2017 to June-2018 Oswego Public Library Board of Trustees

Cathy Santos: President
Kathy Mantaro: Vice President
Andrea Ross: Secretary
Joe Sgarlata: Fiscal Officer

Motion: M.Becker	- 2nd: G.DeMass	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	Opposed:	Absent: L.Walker	Motion: Passes
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7) Old Business-		C.Ferlito	
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8) New Business-

8.a) Director's Report		C.Ferlito/E.Elsner	report
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Submitted electronically to Board : see full report for details

- AmeriCorps : OPL has two people working on the Children's Program
- G.Krul is back to work weekdays, D.Woolworth working Sundays
- Karen Swartz is presenting at NCLS about her successful Childre's Room projects
- Erin Lohnas attended book repair workshop and is sharring what she learned
- Waiting to hear back from National Grid about lightbuld swap (energy efficiency)
- Part of SAMS funds may be used to eliminate the window mushrooms (looking into how to remove)
- OPL is in great shape to receive NCLS \$100 stipend

8.b) Motion to Approve the committee members for the election of OPL officers			
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Motion to approve full slate of officers at item 6.h

8.c) Announcement: New duties for Board President Cathy Santos			
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Announcement: Per discussion with Carol Ferlito, Cathy Santos will establish office hours and be trained in various functions of the library operations

C.Santos will put in office hours

- To be available at the library to talk to staff and community members
- To learn more about OPL functions
- To be a more effective president
- To keep promise to staff to include them more

8.d) Received grant from Senator Ritchie: plans for funds			
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The OPL received \$2,500.00 from Senator Ritchie for Library Services. C.Ferlito would like to dedicate \$1,500.00 of it to purchase a 3D printer and supplies (fillament, etc) for the library

As part of the Ruth Sayer "wish list" held in Oswego to celebrate Ruth Sayer's birthday through philanthropy, OPL requested funds be used toward a 3D printer. As any donations through this program could be used on consumable supplies (fillament) or small scale 3D printing pens, the Oswego Public Library Board of Trustees unanimously agree to designate \$1,500.00 of the \$2,000.00 grant from Senator Ritchie be used toward the purchase of a 3D printer as chosen by Erin Lohnas of OPL and Sharona Ginsberg, Learning Technologies Librarian at SUNY Oswego)

Adjournment: Next regular board meeting is 7 pm on Tuesday August 01, 2017.

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