

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, July 07, 2015 7:03pm - 7:55pm	Board Members Present :		Others :	Visitors :
	Miles Becker	Cathy Santos (President)	Carol Ferlito (D.OPL)	Theresa Slosek (FOL)
	George DeMass	Dr. Joseph Sgarlata (Policy)		Mercedes Niess (visitor)
	Kathleen Mantaro (VP)	Lee Walker Jr.		
	Andrea Ross (Recording Secretary)			

#	Item	Presenter	Action									
1)	<u>Approval and Additions to Agenda</u> Altered 7.a to make 7.a.1 and add 7.a.2 <table border="0"> <tr> <td>Motion: J.Sgarlata</td> <td>- 2nd: G.DeMass</td> <td>In favor: M.Becker G.DeMass</td> <td>K.Mantaro A.Ross</td> <td>C.Santos J.Sgarlata</td> <td>L.Walker</td> <td>Opposed:</td> <td>Absent:</td> <td>Motion: Passes</td> </tr> </table>	Motion: J.Sgarlata	- 2nd: G.DeMass	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	L.Walker	Opposed:	Absent:	Motion: Passes	C.Santos	official action
Motion: J.Sgarlata	- 2nd: G.DeMass	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	L.Walker	Opposed:	Absent:	Motion: Passes				
2)	<u>Welcome and Public Comment</u> Theresa Slosek informs Board of 08-Jul-15 fundraiser at Friendly's (she also brought 'tickets')	C.Santos	greetings									
3)	<u>Correspondence</u> No correspondence for OPL, but some for the Bookmobile.	C.Santos										
4)	<u>Approval of Minutes of June 02, 2015</u> Two changes needed to item #2 in minutes of 02-JUN-15. <table border="0"> <tr> <td>Motion: M.Becker</td> <td>- 2nd: A.Ross</td> <td>In favor: M.Becker G.DeMass</td> <td>K.Mantaro A.Ross</td> <td>C.Santos J.Sgarlata</td> <td>L.Walker</td> <td>Opposed:</td> <td>Absent:</td> <td>Motion: Passes</td> </tr> </table>	Motion: M.Becker	- 2nd: A.Ross	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	L.Walker	Opposed:	Absent:	Motion: Passes	A.Ross	official action
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5)	<u>Financial Report</u> C.Tascarella has approved the financial report Motion to Receive and file Report <table border="0"> <tr> <td>Motion: M.Becker</td> <td>- 2nd: K.Mantaro</td> <td>In favor: M.Becker G.DeMass</td> <td>K.Mantaro A.Ross</td> <td>C.Santos J.Sgarlata</td> <td>L.Walker</td> <td>Opposed:</td> <td>Absent:</td> <td>Motion: Passes</td> </tr> </table>	Motion: M.Becker	- 2nd: K.Mantaro	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	L.Walker	Opposed:	Absent:	Motion: Passes	M.Niess	report
Motion: M.Becker	- 2nd: K.Mantaro	In favor: M.Becker G.DeMass	K.Mantaro A.Ross	C.Santos J.Sgarlata	L.Walker	Opposed:	Absent:	Motion: Passes				
6)	<u>Committee Reports-</u>											
6.a)	<u>Finance Committee</u> School District tax report (based on information from the Comptroller) General information: - OPL will contact the superintendent of schools - the school district acts as a collection agency for the library, so the library does not need to run (and pay for) a separate election and an independent collection agency. - by law, the school district MUST turn over all funds approved by voters, regardless of how much the school district collects in total taxes.	M.Niess										
6.b)	<u>Building Committee</u> L.Walker had no report C.Ferlito submitted a written update of building issues in the director's report - work cannot begin until a permit is approved ~ permit will cost 1% of total cost, or \$464 (calculated from contractor fees not to include engineering costs) ~ permit has been filled out, but is waiting to be approved. - work must now wait until 03-AUG-15 when Rochester Rigging has an available slot. - the deadline for submitting the grant is 17-AUG-15; no work cannot be finished before this date, or the grant cannot be applied for. - Mercedes Niess suggests the Board seek out additional grants for matching funds, such as an EPA grant.	C.Ferlito & L.Walker	report									
6.c)	<u>Personnel Committee</u> No Report	K.Mantaro & J.Sgarlata	no report									
6.d)	<u>Policy Committee</u> No Report	J.Sgarlata	no report									
6.e)	<u>Library Services Committee-</u> Brief summary of written report	A.Ross	report									
6.f)	<u>Technology Committee-</u> Brief summary of written report	A.Ross	report									
6.g)	<u>Art Gallery Committee-</u> No Report	C.Ferlito / E.Elsner	no report									

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6.h)	<u>Nomination Committee-</u> Committee not yet named L.Walker and Mercedes Niess wonder if a security committee should be added to the subcommittees. The Policy Committee will investigate the matter. New Board must be elected	C.Santos	no report
	Motion to Nominate Cathy Santos as the July-2015 to June-2016 President of the Oswego Public Library Board of Trustees Motion: - 2 nd : L.Walker M.Becker In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
	Motion to Nominate Kathy Mantaro as the July-2015 to June-2016 Vice President of the Oswego Public Library Board of Trustees Motion: - 2 nd : M.Becker L.Walker In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
	Motion to Nominate Andrea Ross as the July-2015 to June-2016 Secretary of the Oswego Public Library Board of Trustees Motion: - 2 nd : M.Becker G.DeMass In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
	Motion to Nominate Joe Sgarlata as the July-2015 to June-2016 Fiscal Officer of the Oswego Public Library Board of Trustees Motion: - 2 nd : L.Walker M.Becker In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
7)	<u>Old Business-</u>		
7.a)	<u>Oswego Bookmobile MOU</u> The MOU is ready for a final decision	K.Mantaro	discussion
7.a.1)	Approve the MOU for ownership of the Bookmobile for the 2015 year. Concerns from the Board - what are the specific functioning dates? - how will donations be handled? - how will workman's comp be handled? - how will motor vehicle insurance be handled? A correction to the dates noted in the letter is required. The state wants a very specific procedure for cash donations; this is a very high burden for the Bookmobile Motion to Approve the MOU for ownership of the Bookmobile for the 2015 year.		
	Motion: - 2 nd : G.DeMass M.Becker In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
7.a.2)	Approve the John Allen recommendations for MOU addendum The MOU was approved, but necessary changes were noticed after the vote. Motion to amend the MOU to accept the provisions of the John Allen addendum		
	Motion: - 2 nd : J.Sgarlata G.DeMass In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
7.b)	<u>Palladium Times removal update</u> No Report	M.Niess	M.Niess
7.c)	<u>Auditor update</u> Cindy Tascarella has written a letter.	M.Niess	M.Niess
8)	<u>New Business-</u>		
8.a)	<u>Director's Report</u> A full copy of the report was emailed to the Board. FOIL request made of OPL from a company trying to create a pay to access database of purchase orders over 2010-2015. FOIL fulfilled within the mandatory time limit (this was a two week effort on the part of the staff of OPL) company accepted information provided on buying patterns of OPL, but declined to pay market rate for staff time needed for further details (such as companies OPL purchased items from)	C.Ferlito / E.Elsner	report
8.b)	<u>Co-Treasurers : approve the appointment of Mercedes Niess and Cindy Tascarella as co-treasurers of the OPL Board of Trustees.</u> As Cindy Tascarella has a solid financial background, but difficulty getting to the OPLBOT meetings, and Mercedes Niess is still learning finance, but can attend OPLBOT meetings, it s proposed that they share the duties of Treasurer. Motion to approve the appointment of Mercedes Niess and Cindy Tascarella as co-treasurers of the OPL Board of Trustees.	C.Santos	
	Motion: - 2 nd : M.Becker K.Mantaro In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		
	<u>Adjournment: Next regular board meeting is 7 pm on Tuesday August 04, 2015.</u>		
	Motion: - 2 nd : M.Becker G.DeMass In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata Opposed: Absent: Motion: Passes		