

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday, May 02, 2017 7:00pm - 8:14pm	Board Members Present :		Others :	Visitors :
	Miles Becker	Cathy Santos (President)	Carol Ferlito (D.OPL)	Theresa Slosek (FOL)
	George DeMass	Dr. Joseph Sgarlata (Policy)		
	Kathleen Mantaro (VP)	Lee Walker Jr.		
	Andrea Ross (Recording Secretary)			

#	Item	Presenter	Action
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1) Approval and Additions to Agenda		C.Santos official action	
Split minutes approval 4.a & 4.b; Add items 8.b (8.b.1 & 8.b.2), 8.c, 8.d Motion to Accept Oswego Public Library Board of Trustees Regular Board Meeting Agenda for 02-May-2017			
Motion: G.DeMass	- 2nd: M.Becker	In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata	Opposed: Absent: Motion: Passes

2) Welcome and Public Comment		C.Santos greetings	
Greetings to FOL member Theresa Slosek			
<ul style="list-style-type: none"> News from FOL: <ul style="list-style-type: none"> FOL did not discuss sign at last meeting (would like to purchase a sign for front of library to display hours and programs), will discuss at 11-May-17 meeting FOL discussed issues requiring security personnel, contacted police for suggestions. Police indicated they could add OPL to patrol stops. FOL also wants OPL to consider contracts with students and banning individuals; C.Santos and C.Ferlito note both these steps have been tried. C.Santos notes that security personnel makes patrons more comfortable, and has great rapport with patrons K.Mantaro notes it is not limited to "unruly" kids, but very serious concerns with adult patrons (drugs and stalking). C.Santos proposes FOL with LBOT and OPL work on campaign to promote safety in the library (Library Service Committee may take larger part); FOL could include highlights on safety in literature sent out. C.Ferlito notes librarians and staff are trying to encourage parents to remain with kids as staff are unable to be babysitters. next FOL meeting 15-May-17 			

3) Correspondence		C.Santos	
Letter received from NY State Retirement office			
<ul style="list-style-type: none"> C.Ferlito informs there will be a change to procedures: one person will be designated to keep track of info, recommends it become part of account clerk/secretary duties; report required monthly C.Santos notes this ties into succession planning; who will be backup? C.Ferlito informs only one name is officially accepted; C.Ferlito will be backup, and new person assigned if personnel changes happen in future. Motions at Items 8.b.1 and 8.b.2 will decide approval of duties, and designee 			

4) Approval of Minutes			
4.a) Approval of Minutes of Regular Board Meeting Tuesday April 04, 2017		A.Ross official action	
Motion to Accept Minutes of Tuesday 04-Apr-2017 REGULAR Board Meeting			
Motion: L.Walker	- 2nd: G.DeMass	In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata	Opposed: Absent: Motion: Passes
4.b) Approval of Minutes of Special Board Meeting Wednesday April 06, 2017		A.Ross official action	
Motion to Accept Minutes of Thursday 06-Apr-2017 SPECIAL Board Meeting			
Motion: J.Sgarlata	- 2nd: M.Becker	In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata	Opposed: Absent: Motion: Tabled

5) Financial Report		M.Niess report	
Motion to Receive and File Financial Report			
Motion: G.DeMass	- 2nd: M.Becker	In favor: M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata	Opposed: Absent: Motion: Passes

6) Committee Reports-			
6.a) Finance Committee (M.Niess, J.Sgarlata, C.Ferlito, C.Tascarella)		M.Niess	no report
6.b) Building Committee (L.Walker, C.Ferlito, G.Krul)		L.Walker	report
L.Walker and Building Committee met 01-May-17			
<ul style="list-style-type: none"> Light on top of building fixed If in budget, will replace window coverings; also painting needed, will budget for one wall per year. Replace/update toilet (in 5 year plan) floors in lab need redone; K.Mantaro may have someone willing to do this year; consider renting/owning buffer for future years 04-May-17 energy audit by National Grid, switch to energy efficient bulbs (lower utility costs); NG will pick up 60% of switch, NYS construction fund could be use to cover the 40% balance 			
6.c) Personnel Committee (K.Mantaro, J.Sgarlata, G.DeMass)		K.Mantaro & J.Sgarlata	no report
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
K.Mantaro will meet with C.Ferlito about ideas for NCLS "Innovative Services Grant" (deadline to submit proposals is November 17th, 2017, Awards range from \$100-\$2,000)			

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6) Committee Reports- (continued)

6.f)	Technology Committee (A.Ross, E.Elsner, C.Wilcox) C.Ferlito received email on Fiber optic upgrade progress; on hold indefinitely <ul style="list-style-type: none"> no current impact, though internet speeds are slower in the afternoons when more people are online. Issue is with consortium and number of ISPs to work with; time frame will miss egrant deadline may try to work with community, as NCLS Fiber optic upgrade may not happen (computer upgrade will still happen) 	A.Ross	no report
6.g)	Art Gallery Committee (C.Ferlito, E.Elsner) C.Ferlito reports patrons are enjoying the current art; Next few months are planned with work from M. Southgate and T. Aimes	C.Ferlito	report
6.h)	Nomination Committee (C.Santos, G.DeMass)	C.Ferlito	no report

7) Old Business-

No old business	C.Ferlito	
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8) New Business-

8.a)	Director's Report Submitted electronically to Board : see full report for details <ul style="list-style-type: none"> Personnel on leave has yet to notify of return date, trying to fill other positions Ribbon cutting ceremony for tug boat and lighthouse in children's room was a very well attended, successful event Board will consider process to name boat OPL records are showing that there is some confusion as to outstanding funds owed to the library for 2015-2016 due to unclear reports from the school district that ended June 30 2016. This may be as high as \$30,000. C.Ferlito is working with the School District to resolve the balance. Security report submitted to board by ICU Still waiting on SAMS final approval (this is holding up completion of stone wall project) 	C.Ferlito/E.Elsner	report									
8.b)	Approve Reporting Designee C.Ferlito suggests the Account Clerk/Typist will be named as the designated person. Since only one person can be named as the designated person, C.Ferlito will act as an unofficial back up.	C.Ferlito										
8.b.1)	Approve a NY State Retirement Administration Contact/Designee Motion to Approve Oswego Public Library Account Clerk/Typist to provide information as required, and be designated contact, to the NY State Retirement Office											
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8.b.1)	Identify specific NY State Retirement Administration Contact/Designee Motion to Approve Rosemary Scullin, Oswego Public Library Account Clerk/Typist, to be the NY State Retirement Office Contact/Designee, providing information as required, and be designated contact											
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8.c)	Board Concerns A few general topics regarding the Board <ul style="list-style-type: none"> To be consistent in communications with the public and the press, many specific questions should be directed to the Board President, some are addressed in the library newsletter K.Mantaro will put name forward for membership in the NCLS Board (vote at 8.d) 											
8.d)	NCLB Board Membership Motion to nominate Kathleen Mantaro for the NCLS Board for the election to be held at the 28-Sep-17 Annual Meeting											
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Adjournment: Next regular board meeting is 7 pm on Tuesday June 06, 2017.

Motion to Adjourn											
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