

<b>OSWEGO PUBLIC LIBRARY</b> <b>Board of Trustees Agenda</b> <b>Regular Board Meeting</b> <b>Tuesday, May 03, 2016</b> <b>7:05pm - 7:53pm</b>	<b>Board Members Present :</b>		<b>Others :</b>	<b>Visitors :</b>
	Miles <b>Becker</b>	Cathy <b>Santos</b> (President)	Carol <b>Ferlito</b> (D.OPL)	Jeremy <b>Fadden</b> (FOL)
	George <b>DeMass</b>	Dr. Joseph <b>Sgarlata</b> (Policy)	Mercedes <b>Niess</b> (Co-Treasurer)	
	Kathleen <b>Mantaro</b> (VP)	Lee <b>Walker</b> Jr.		
	Andrea <b>Ross</b> (Recording Secretary)			

#	Item	Presenter	Action
1)	<u>Approval and Additions to Agenda</u> Item added: 8f) Support Marine Sanctuary Motion to Accept Agenda <b>Motion:</b> - 2 <sup>nd</sup> : M.Becker A.Ross <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> Motion: <b>Passes</b>	C.Santos	official action
2)	<u>Welcome and Public Comment</u> Jeremy Fadden (FOL) - Joe McManus will send letter to local press, and post on web information about the OPL's proposed 2016-2017 budget (17-May-16 vote by public) - Next FOL Meeting 16-May-16 at 4:30pm	C.Santos	greetings
3)	<u>Correspondence</u> No Correspondence received	C.Santos	
4)	<u>Approval of Minutes of April 05, 2016</u> L.Walker disapproves of wording at item 8c) of the 05-Apr-16 minutes, as it does not aptly record his opposition to the budget. Actual vote of "Opposed" recorded in the section. L.Walker waived adding itemized opposition to official 05-Apr-16 minutes, as the information on the budget will be included in the FOL new/web release. No other corrections noted <b>Motion:</b> - 2 <sup>nd</sup> : M.Becker G.DeMass <b>In favor:</b> M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata <b>Opposed:</b> <b>Absent:</b> Motion: <b>Passes</b>		
5)	<u>Financial Report</u> J.Sgarlata noted his title on the web page was "Treasurer" instead of "Fiscal Officer" M.Niess confirmed the report was sent out via email. J.Sgarlata noted budget lines 4000 (School tax) and 6000 (Personnel would be reviewed) Report Received and Filed	M.Niess	report
6)	<u>Committee Reports-</u>		
6.a)	<u>Finance Committee</u> C.Tascarella spoke with the Oswego City School District; they are now aware of the funds owed to OPL, and will address it in the new budget. - a clarification on the required report to Comptroller: the report does not need to be filed until after the budget vote. There are two reports, one to be filed after the vote, the second after the audit.	M.Niess	
6.b)	<u>Building Committee</u> Discussion- Arbor Day Tree Request C.Santos, C.Ferlito, and G.Krul had questions for the McArthurs and the City. Based on the responses, (Common Council needed to approve the planting, major excavation would be needed to remove cement, position of electrical lines), C.Santos wrote a letter to the McArthurs, who withdrew the request. The trees will be utilized elsewhere.	C.Ferlito & L.Walker	report
6.c)	<u>Personnel Committee</u>	K.Mantaro & J.Sgarlata	no report
6.d)	<u>Policy Committee</u>	J.Sgarlata	no report
6.e)	<u>Library Services Committee-</u>	A.Ross	no report
6.f)	<u>Technology Committee-</u>	A.Ross	no report
6.g)	<u>Art Gallery Committee-</u>	C.Ferlito / E.Elsner	no report
6.h)	<u>Nomination Committee-</u>	C.Santos	no report
7)	<u>Old Business-</u>		
7.a)	<u>Proposal to select a security agency</u> Proposal to select a security agency to provide security services to the library pending the final approval of the contract by Rita Tickle of the City of Oswego Human Resources director. C.Ferlito reports that - the security companies (ICU and USSA) will honor the six month contract plan proposed by the OPL Board of Trustees. - prevailing wage will change in January, so the OPL may pay a higher rate starting 01-Jan-17, if the contract is continued (if a one year contract, full year locked in at lower rate) - Several incidents occurred in the last month - kids playing in/with elevator (can stall elevator and incur large service charge to repair) - Contract costs: ICU is \$25k, USSA is \$30k M.Niess reports that the Oswego City Police Chief told her directly to hire a security agency C.Ferlito adds that the OCP do not have the man power to keep a routine/frequent weekend watch inside the library C.Ferlito will compose a formal notice to the public about the need to hire a security agency, to be published in the Palladium Times. Board has decided to contract with ICU. Motion to hire ICU for six months at \$25.00/hr, and send a press release to notify public of this action <b>Motion:</b> - 2 <sup>nd</sup> : G.DeMass M.Becker <b>In favor:</b> M.Becker K.Mantaro C.Santos G.DeMass A.Ross J.Sgarlata <b>Opposed:</b> L.Walker <b>Absent:</b> Motion: <b>Passes</b>	C.Ferlito	

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	Miles Becker	Cathy Santos (President)	Carol Ferlito (D.OPL)	Jeremy Fadden (FOL)
	George DeMass	Dr. Joseph Sgarlata (Policy)	Mercedes Niess (Co-Treasurer)	
	Kathleen Mantaro (VP)	Lee Walker Jr.		
	Andrea Ross (Recording Secretary)			

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7.b)	<u>Discussion - Penfield/Audubon books</u> C.Ferlito reports that - Barbara Shaffer, Director of SUNY Oswego's Penfield Library (PL) is retiring 01-Jul-16, - there was a letter of agreement during the OPL move for PL to care for certain books. This letter is no longer in place. - Barbara Shaffer requests a letter of agreement be drawn up to replace the outdated letter, for clarity for the new director. - The OPL does not have a place to put the books at present. Books of this caliber should be displayed or sold for the benefit of the library. Motion to request Barbara Shaffer present the OPL Board with a new two year contract. <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:	C.Ferlito & M.Niess	report
	M.Becker J.Sgarlata M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
8)	<u>New Business-</u>		
8.a)	<u>Director's Report</u> See full report for more details. A notice regarding the budget will be put in the paper by FOL (since OPL is prohibited from doing so) Battery powered Carbon Monoxide detectors will be installed by G.Krul	C.Ferlito / E.Elsner	no report
8.b)	<u>Northern New York Library Network (NNYLN) Ballot for Board of Trustees</u> A letter was sent to the OPL Board about the election for NNYLN Board of Trustees. Two individuals are running uncontested. OPL Board needs to vote and return ballot. Motion to approve the two candidates (Michelle Currier, Director of Southworth Library and Mike Paxton, Coordinator of Resource Sharing at Penfield Library, SUNY Oswego) and submit ballot <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:		
	M.Becker G.DeMass M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
8.c)	<u>Proposal to hire Cuddy &amp; Ward, LLP, Certified Public Accountants, to perform the financial review for the 2016 fiscal year</u> Cuddy & Ward have the proper certifications needed for the OPL financial review, and have provided excellent service in the past. Their familiarity with OPL has decreased the time needed for the review process. C.Ferlito will notify C.Tascarella to make arrangements with Cuddy & Ward. OPL does not have time to seek out another firm for 2016; if new firm is desired for 2017, a search should begin no later than the first week of February 2017 Motion to approve the hiring of Cuddy & Ward, LLP, Certified Public Accountants, to perform the financial review for the 2016 fiscal year <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:	M.Niess	
	G.DeMass J.Sgarlata M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
8.d)	<u>Proposal to approve the appointment of Jennifer Blanchard as a Library Clerk substitute at a salary of \$9.00/hour on weekends</u> Motion to approve the appointment of Jennifer Blanchard as a Library Clerk substitute at a salary of \$9.00/hour on weekends <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:	C.Ferlito	
	J.Sgarlata A.Ross M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
8.e)	<u>Proposal to approve the appointment of Erin Lohnas as PCC Technology Instructor from 01-May-16 through 30-Apr-17 at a salary of \$14.00/hour.</u> Motion to approve the appointment of Erin Lohnas as PCC Technology Instructor from 01-May-16 through 30-Apr-17 at a salary of \$14.00/hour. <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:	C.Ferlito	
	K.Mantaro A.Ross M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
8.f)	<u>Letter of support for National Marine Sanctuary</u> Oswego seeks to be part of The National Marine Sanctuary System, designated by the National Oceanic and Atmospheric Administration (see <a href="http://sanctuaries.noaa.gov/">http://sanctuaries.noaa.gov/</a> and <a href="http://www.lakeontarioms.com/">http://www.lakeontarioms.com/</a> for more information). This would establish an area to protect shipwrecks, and does NOT prohibit fishing or recreational boating. There are only 13 established in this country. The counties of Oswego, Jefferson, Cayuga, and Wayne, along with the City of Oswego are working together to form the southeastern Lake Ontario region. This designation would be good for the city and county in terms of tourism. Motion to send a letter of support for the southeastern Lake Ontario region National Marine Sanctuary <b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:	M.Niess	
	M.Becker L.Walker M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		Motion: Passes
	<u>Adjournment: Next regular board meeting is 7 pm on Tuesday June 07, 2016.</u>		
	<b>Motion:</b> - 2 <sup>nd</sup> : In favor: Opposed: Absent:		Motion: Passes
	M.Becker L.Walker M.Becker K.Mantaro C.Santos L.Walker G.DeMass A.Ross J.Sgarlata		