

Onondaga Free Library  
Board of Trustees Minutes  
Wednesday, January 22, 2025

Board Attendees: Chris McCarthy, Beth Crump, Liz LaRochelle, Margaret Farrell, Charlotte Garofalo, Pat Forken  
Absent: Rob Price  
Staff: Susan Morgan, Scott Lipkowitz  
Other: Diane Leshinski, Yvonne Slate, Brian Crandall (Key Bank)

- I. Meeting was called to order at 6:06 p.m.
- II. Approval of minutes from the December 18, 2024, meeting. Pat made a motion to accept the minutes; Margaret seconded. All in favor. Motion carried.
- III. **Treasurer's Report:**  
Margaret reviewed the Profit and Loss Statements for December 2024, reporting that the budget continues to be on track for the year thanks to the Friends & gifts from patrons. Beth made a motion to accept the check registers for December 2024; Pat seconded. All in favor. Motion carried.  
  
Brian Crandall from Key Bank gave an update on OFL's investment accounts. The moderate investment account has shown good performance this year. Brian advised that OFL keep the money in the same portfolio for this year.
- IV. **Director's Report:**  
Susan reported that the end-of-year statistics have been good throughout recent changes and transitions. Programming has been amazing this year & the library continues to be good stewards of taxpayers' money.
- V. **Friends Report:**  
Susan reported that Friends of OFL continue to support noting that in January 2025 they donated \$15,275 which will be used for programming, purchasing collections, technology, and classes. Friends meet on the first Wednesday of the month at 1:30pm in OFL's community room. Thanks, Friends!
- VI. **Committee Reports**  
Building:  
Susan and Scott reported:
  - The soundproofing in the small meeting rooms went great. Employees have tested it, and it seems much better.

- Scott & Susan have been working on community and construction grants to help cover the cost of replacing the library's roof, which has been leaking in recent months.
- Library painting will be completed this week.
- Toilet leaks have been repaired with new seals.
- They are seeking quotes for the replacement of public restroom main door locks, due to patrons getting stuck in bathrooms.
- Due to an increase in overnight parking at the library, Susan & Scott have requested more frequent Sheriff patrols, placed notes on violators' windshields, explored added signage to the parking lot.

**Personnel:**

Susan reported that they are holding steady with staff being very flexible in filling gaps to cover shifts. She is optimistic that OFL will find the right person for the Youth Services Librarian position. Since a staff member has asked about an employee sick bank, Susan is looking for information on other organizations that offer this for employees.

**VII. Old Business**

**Roof Repairs:** Scott and Susan continue to monitor the roof leaks and pursue ways to cover the cost of repairs as needed.

**Town of Onondaga Tax Levy:** Discussion took place around requesting a referendum for vote in November 2025. Tabled until the February 26, 2025 meeting.

**School District Tax Levy:**

Charlotte made a motion, seconded by Beth, to increase the school ballot referendum by 3% for the three school districts:

Onondaga Central \$64,998

West Genesee \$114,633

Westhill \$189,085

Total increase in funding from all districts= \$10,739

**VIII. New Business**

**AED Equipment Discussion:**

After the WAVES CPR/AED training, a patron approached a board member about purchasing an AED for OFL. Pat shared a document with possible grant opportunities for the purchase. In addition, Susan will speak with Lisa Goodwin from the Town of Onondaga to see if there is a potential funding source through them.

**Executive Session:** None

**Adjournment**

With no further business, Pat made a motion to adjourn, seconded by Margaret. Everyone in favor. Motion carried. Meeting adjourned at 7:47 pm.

**Next Meeting:** February 26, 2025, at 6:00 p.m.