

Onondaga Free Library
Board of Trustees Minutes
January 23, 2019

Board Attendees: Casey Barduhn; Gary Lucas; Colleen Mahoney; Dan Pautz; Jen Frasier;
Tom Bradley
Staff: Susan Morgan
Absent: Amy Kremenek

- I. Meeting was called to order at 6:04 p.m.
- II. Approval of minutes from the December meeting. Dan made a motion to accept; Jen seconded. All in favor. Carried.
- III. Treasurer's Report
Review of final P&L for 2018 was discussed. The rollover of \$80,312.52 will cover the deficit in the 2019 budget. Everything else looks normal. Dan made a motion to accept the Treasurer's Report. Jen seconded. Carried.
Approval of check register. It was observed that \$2152 was paid for snow removal in November including salt. In the future, we will consider requesting a flat rate for salt. Dan motioned to approve the check register. Jen seconded. Carried.
- IV. Director's Report and Friends Update
Physical circulation was slightly down, but digital circulations continue to grow. Susan is pleased, overall. There were 107,000 patron visits in 2018 along with great program attendance and meeting room usage.
Friends Update
The membership drive is going well with over \$4000 contributed. They are planning a jazz night in August. The Friends are still finalizing the MOU language but are hoping to be finished soon. Since it was so well received last year, they just bought ten Empire state park passes to use for 2019. In total, the Friends gifted \$13,458.47 to the library in 2018.
- V. Committee Reports
Building: A second heat exchanger has gone bad. It has been ordered but is not yet installed. Susan continues to be pleased with the new snow removal provider.
Personnel: The page schedule has been modified. There are still the same number of hours, but a new page, Ella Moran, has been hired to help with scheduling.
- VI. Old Business
Susan is still waiting on a quote from Emerald Electric for the new lighting. Susan is also going to inquire about who the town uses. For the MOU, the Friends are still looking to reword terminology about operational expenses.

VII. New Business

Casey suggested reviewing the 2019 budget to pick up from our previous conversation. This year's budget did not previously include the fund balance from 2018. There was also a budget for healthcare for all qualifying employees, but not everyone participates in the healthcare option. There has also been cost saving to the personnel budget since Alyssa has temporarily moved to part-time. The perceived budget deficit was mainly based on capital improvements and lack of a fund balance. The board discussed the possibility of asking to be added to the local school budget votes. After evaluating our current savings, the board decided not to ask for more money at this time, so there will be no increase requests on the school ballots for 2019.

VIII. Adjournment

With no further business, Casey made a motion to adjourn, seconded by Dan. Meeting adjourned at 6:58 p.m.