

Onondaga Free Library
Board of Trustees Minutes
April 24, 2019

Board Attendees: Gary Lucas; Colleen Mahoney; Dan Pautz; Jen Frasier; Amy Kremenek;
Casey Barduhn; Tom Bradley
Staff: Susan Morgan; Alyssa Newton
Friends: Anne Andrianos

- I. Meeting was called to order at 6:02 p.m.
- II. Approval of minutes from the March meeting with an amendment clarifying that the library is fully compliant with the new tobacco free entrances law for libraries that goes into effect in June. Amy made a motion to accept; Dan seconded. All in favor of accepting minutes as amended. Carried.
- III. Treasurer's Report
Everything looks good. Susan will explore going to a flat fee for salt. Approval of check register for March. Gary motioned to approve the check register. Dan seconded. Carried. P & L looks good, overall. Dan made a motion to accept the Treasurer's Report. Jen seconded. Carried.
- IV. Director's Report
March showed a slight dip in overall circulation from last year. There was a lot of inclement weather that might explain the negligible decline. There were still 9,637 in person visits in March.
Friends Update
The membership drive has ended. There were 159 donors and almost \$7,000 gained. The book drive is being prepared. The MOU should be ready to be signed in May. Anne stated a need to re-evaluate the future of the Friends' leadership. She expressed an interest in stepping down as president back in October, but there has been no successor. There has been discussion about eliminating winter meetings. Various options were discussed.
- V. Committee Reports
Building: Roofing repairs completed by Van Derhoof. The annual fire alarm test was compliant. Also, the town code officer violations were corrected and approved. Appel Osborne is putting together a plan for the parking lot. Finally, Gannon Pest Control was called to eliminate carpenter ants in the staff lunch room and small meeting room.
Personnel: Everyone has completed the sexual harassment training. A special thanks was made to Dan Pautz and his firm. Penny Feeny, substitute librarian will be back this summer for five weeks from July to early August.

VI. Old Business

Per the auditor's suggestions, a new savings account was started at Solvay Bank in order to diversify. To start the account, \$250,000 was invested.

The safety plan was discussed and reviewed areas were Susan wanted to examine specific language that mostly focusing on the chain of command. Dan made a motion to accept; Jen and Amy seconded. All in favor. Carried.

VII. New Business

Elevator service contract with Schindler is up at the end of June. If we do not give notice to cancel within 90 days, the five-year contract will be renewed. Elevattitt has also given a quote. Plans and quotes for the teen space were also discussed.

VIII. Adjournment

With no further business, Casey made a motion to adjourn, seconded by Colleen. Meeting adjourned at 6:53 p.m.