

Onondaga Free Library
Board of Trustees Minutes
July 25, 2018

Board Attendees: Casey Barduhn; Gary Lucas; Jen Frasier; Colleen Mahoney; Tom Bradley;
Amy Kremenek; Dan Pautz
Staff: Susan Morgan
Other: Friends of OFL: Jeanette Nells and John Thornton

- I. Meeting was called to order at 6:00 p.m.
- II. Approval of minutes from the May meeting. Dan made a motion to accept; Amy seconded. All in favor. Carried.
- III. Treasurer's Report
Expenses were less overall than we had planned. School money will come in in September or October. Approval of May and June check registers. Susan answered some questions. Overdrive is the e-books vendor and Ebsco is the magazines vendor. Notifier of NY is the fire alarm company who assessed our alarms. Games on a Roll is the video game van. Dan made a motion to accept the registers; Jen seconded. All in favor. Carried.
- IV. Director's Report and Friends Update
Statistics are great! Checkouts are up this year. We are on track to set a record in July. Dan the Snake Man was also a great success. Wandoo has been working well. The county didn't have a platform to use to log summer reading, so we have been using Wandoo again this year.
Friends update
On November 11, we will be celebrating the 100 year anniversary of the armistice ending World War I. The friends are planning a ceremony on Saturday, November 10. Crafts for a Cause will be making a craft in November for veterans who attend. Susan gave a special mention to the Friends for their support of the adult reading summer prizes and Empire Passes.
She also thanked the Board for supporting continuing education for the staff. Susan's ALA conference was a great success. Michelle Obama was a keynote speaker. She spoke on the value of reaching children through libraries. Doris Kearns Goodwin discussed her new book and how "words matter." Other topics that were covered dealt with user privacy, a conversation about eliminating fines, and the outcome of social workers on staff in San Francisco libraries. The New York State Conference in November will be held in Rochester. Maggie and Susan plan on attending.
- V. Committee Reports
Building: Doug Clark of Doug's Fish Fry wants to donate a bench for the garden in 2019. There was a question about whether or not he would include a plaque acknowledging

his donation. The board approved this donation to include the plaque. We will look into adding plaques to the existing benches. We are going to need a new flagpole rope. It is in progress. Condon Landscaping gave a quote for future landscaping needs. Proscapes and Andy's Property Maintenance are also drafting quotes. A small amount of water came in the west side yesterday. The sump pump is working great but the gutter needed to be cleaned. Susan will call the company who installed it. Full carpet and upholstery cleaning is scheduled for Labor Day weekend. We need additional wireless support upstairs and in the story time room. Susan is hoping to get answers from the people who installed it. We've had the equipment for six to seven years. Also, Susan wants to upgrade to cordless phones at the service desk. She got a quote for \$1200. She will send it out. The state construction grant for libraries will be planned for 2019. It is a 75/25 match. Applications are due by the end of August. The south part of the parking lot where there is run off is the top priority. The west side drainage will also require renovation. The final priority is the front driveway runoff. Casey suggested waiting to get the grant money before beginning those projects. NYS Trooper Brian DeRochie performed a risk assessment on the building.

Personnel: The staff is doing phenomenal job during this busy time of year. Deliveries have been problematic. The county and OCPL library are aware of it. They are trying to improve, but our staff is rising to the occasion. Brennan Zimmer, who is a clerk, is taking over Mary's position as bookkeeper. Mary's last day was July 20. Brennan will be adding five hours a week to his regular schedule. Penny Feeney, librarian from Onondaga Hill Middle School has been great again this summer.

VI. Old Business

The landscaping and snow removal contract is through November 15. Susan is getting quotes from other providers for board consideration.

VII. New Business

Hoopla is very popular. We are going down to four circulations a month from five. If we keep the current pace, we will go over budget by the end of the year. The Apple Store has quoted us for some iPads. Westhill is using Chrome books. Casey is willing to lend some to the library staff to see if the technology is more in line with library's needs. Field Goods, a CSA, asked to use the library site for delivery. Motion unanimously denied.

VIII. Adjournment

With no further business, Casey made a motion to adjourn; seconded by Colleen. The meeting adjourned at 7:08 p.m. Next meeting is September 26.