

OSWEGO PUBLIC LIBRARY Board of Trustees Agenda Regular Board Meeting Tuesday 09-April-2019 7:00pm - 8:33pm	Board Members Present :		Others :	Visitors :
		Cathy Santos (President)	Carol Ferlito (D.OPL)	Heather Wallace (visitor)
	Kathleen Mantaro (VP)	Dr. Joseph Sgarlata (Policy)	Ed Elsner (OPL)	Scott Baugh (visitor)
	Mercedes Niess	Lee Walker Jr.		Eddie Velazquez (Media)
	Andrea Ross (Recording Secretary)			

#	Item	Presenter	Action
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1)	Call to Order	C.Santos	Official Action
Meeting was rescheduled from 02-April-2019 to accommodate extended budget review. George DeMass Excused from meeting.			

2)	Approval of Agenda	C.Santos	Official Action												
Motion to Accept Oswego Public Library Board of Trustees Regular Board Meeting Agenda for 09-April-2019															
	<table border="1"> <tr> <td>Motion:</td> <td>- 2nd:</td> <td>In favor:</td> <td>Opposed:</td> <td>Absent:</td> <td></td> </tr> <tr> <td>J.Sgarlata</td> <td>L.Walker</td> <td>K.Mantaro</td> <td>M.Niess A.Ross</td> <td>C.Santos J.Sgarlata</td> <td>L.Walker</td> </tr> </table>	Motion:	- 2nd:	In favor:	Opposed:	Absent:		J.Sgarlata	L.Walker	K.Mantaro	M.Niess A.Ross	C.Santos J.Sgarlata	L.Walker	G.DeMass	Motion: Passes
Motion:	- 2nd:	In favor:	Opposed:	Absent:											
J.Sgarlata	L.Walker	K.Mantaro	M.Niess A.Ross	C.Santos J.Sgarlata	L.Walker										

3)	Public Comment Period	C.Santos	
3.a)	Library Display Case	C.Ferlito	discussion
<p>Scott Baugh brought concerns about a display case to the attention of the library staff, and came to discuss same with Board.</p> <ul style="list-style-type: none"> A display case in the lower level of the library, across from the elevator includes a ledger of early African American library patrons as well as images of slavery, and a slave collar (from the Fulton Historical Society). Scott Baugh feels this display is insensitive, and should be modified or removed. Also of concern is the speed of the library's response. <p>M.Niess - the display is related to OPL's history, not only patrons, but the OPL is the greatest philanthropic endeavor of the abolitionist Garrett Smith. J.Sgarlata, as a holder of a PhD in history is against removing the display. A.Ross suggests broadening the display to give a better context for the images and collar. Add information on Garrett Smith, the Underground Railroad, etc. L.Walker unsure what he would vote on at this time, wants to have more discussion, and to hear from board president C.Santos C.Santos- Slavery is part of the truth of this country. Suggests library think more on expanding resources about African American history, Latin American History, Jewish History M.Niess - museums are revamping displays to more responsibly contextualize the history. C.Santos - the Board has a due diligence to the community to address these issues brought forward by community members K.Mantaro - at the time the ledger was found and the display was set up, it was believed the display would be short-term and the items would go elsewhere (research must be done to see if Fulton Historical Society wants item(s) returned) K.Mantaro - The OPL follows the Library Bill of Rights (http://www.ala.org/advocacy/intfreedom/librarybill); item II must be considered here. K.Mantaro - The OPL is currently reviewing all policies; Scott Baugh's questions revealed there are no procedures in place regarding displays. OPL can now address this deficit Scott Baugh is concerned children will see the display and be upset Eddie Velazquez of the Palladium Times asks about how long the display has been up (10+ years), and if the Board will vote on what to do with the display C.Santos - the OPL 5 year plan includes a NYS Education Department component; OPL is compelled educational resources at the library, this display falls within those bounds. J.Sgarlata - there is a library Art Galley Committee that will likely have to meet to discuss this issue before the vote can be taken. A.Ross - the Board will need to review further; suggestions can be presented and discussed at the 02-May-2019 meeting for possible vote.</p>			

4)	Friends of the Library	FOL Representative	Report
FOL Representative not present • next FOL meeting 13-May-2019 at 4:30; yearly meeting, public invited. Will be held at the Foundry with Chocolate and Wine.			

5)	Approval of Minutes of Regular Meeting Tuesday 12-March-2019	A.Ross	Official Action												
Motion to Accept Minutes of Tuesday 12-March-2019 Regular Board Meeting															
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Motion:	- 2nd:	In favor:	Opposed:	Absent:											
J.Sgarlata	K.Mantaro	K.Mantaro	M.Niess A.Ross	C.Santos J.Sgarlata	L.Walker										

6)	Financial Report	M.Niess	Official Action
M.Niess does not have anything to point out in the report C.Ferlito points out that line 6520 appears overspent; the security cameras must appear on this line, but the cost is offset by gifts to the library. Also line5006 (AV materials) is overspent due to licensing update costs going up, but should also balance out.			

6.a)	Paid / Unpaid Bills	C.Ferlito	Official Action												
Review of unpaid bills: All have been reviewed by K.Mantaro, signed by J.Sgarlata, and delivered.															
Motion to Receive and File April 2019 Financial Report															
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7) Committee Reports-

7.a) <u>Finance Committee</u> (M.Niess, J.Sgarlata, C.Ferlito, C.Tascarella)		M.Niess	Report
M.Niess read through emailed list of questions on the 2019/2020 budget: Board members are expected to help fundraise for the library.			
7.b) <u>Building Committee</u> (L.Walker, C.Ferlito, G.Krul)		L.Walker & C.Ferlito	Report
Vote at 10.a on painting south side of library; funds to cover expense are still available in the 2018/2019 budget South side last painted 5 years ago, and is due again.			
7.c) <u>Personnel Committee</u> (K.Mantaro, J.Sgarlata, G.DeMass)		K.Mantaro, J.Sgarlata, G.DeMass	No Report
7.d) <u>Policy Committee</u> (J.Sgarlata)		J.Sgarlata & K.Mantaro	No Report
7.e) <u>Library Services Committee</u> (A.Ross, E.Elsner, K.Swartz, M.Redding)		A.Ross	No Report
7.f) <u>Technology Committee</u> (A.Ross, E.Elsner)		A.Ross	Report
C.Ferlito reports Microsoft Office 2019 installed in lab computers and 2 laptops; staff computers will be done soon			
7.g) <u>Art Gallery Committee</u> (C.Ferlito, E.Elsner)		C.Ferlito / E.Elsner	No Report
7.h) <u>Nomination Committee</u> (C.Santos, G.DeMass)		G.DeMass	No Report

8) Director's Report

See full report for details		C.Ferlito / E.Elsner	Report
<ul style="list-style-type: none"> • Security <ul style="list-style-type: none"> • Child abuse witnessed in library, and reported to police; C.Ferlito looking into procedure/protocol for library staff • ICU security personnel KC continues to do great work. • Drugs are a concern, police caution staff to be aware of surroundings; Fentanyl is airborne. • An increase in suspended/expelled High school students seen in the library, most are well behaved • Staff underwent cyber security training, sexual harassment training to be scheduled 			

9) Old Business-

No old business			
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10) New Business-

10.a) Painting Building

Discussed under item 7.b Building Committee Report

Motion to approve the cost of \$6,725.00 to Minetto Painting to complete outside maintenance and apply finish paint on the south wall

Motion: J.Sgarlata	- 2nd: A.Ross	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					

10.b) Library Budget

Board had opportunity to review in detail proposed budgets ahead of meeting.

One priority is to try and get ahead of potential issues/problems and address early

Board received by email a list of explanations on budget items

Board will address fundraising issues at a Special Meeting, to be scheduled

C.Ferlito notes that the NYS Construction Fund has been cut for 2019/2020

2019/2020 property tax cap of 2%, or \$1,348,474 maximum for OPL

Board discussed the two options proposed for the 2019/2020 budget; the difference is in raises to staff.

- Proposed option 1 includes a raise of 75¢/hr, option 2 includes a raise of \$1/hr.
- to keep pace with the scheduled December 2019 increase to \$11.80/hr in NYS minimum wage, at LEAST 75¢/hr must be added to staff salaries.
- Another increase to NYS minimum wage (to \$12.50) is scheduled for December 2020.

Agenda listed figures to approve option 1, but did not include a vote on option 2. After discussion, the Board decided to amend the Agenda and simply vote on option 2. For this a vote must first be made to amend the language of motion on the library operating budget.

Motion to amend agenda item 10.b "Library Budget" to reflect vote on only option 2

Motion: J.Sgarlata	- 2nd: L.Walker	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					

Motion to approve a total library budget of \$1,387,475.00 for the 2019-2020 fiscal year. This represents an increase of \$38,726.00

Motion: L.Walker	- 2nd: M.Niess	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					

10.c) Tax Levy

C.Ferlito

In prior years, The Board has voted on whether to submit the necessary paperwork to the State Comptroller's Office to keep open the option of a budget increase above 2%, pending community vote. The Board can only request up to a 2% increase if the paperwork is not filed. Per discussion with the Finance Committee and C.Ferlito, the Board will not seek to exceed the 2% cap for the 2019/2020 fiscal year. The proposed library tax levy is below the \$1,348,474.00 limit set by the NYS Property Tax Cap.

Agenda listed figures to approve the tax levy linked to the budget option 1. As the Board decided to amend the Agenda and simply vote on budget option 2, the tax levy motion must also be amended.

Motion to amend agenda item 10.c "Tax Levy" to reflect changed budget vote

Motion: J.Sgarlata	- 2nd: L.Walker	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					

Motion to set the 2019-2020 Library tax levy 2019-2020 budget required to operate/fund the Oswego School District Public Library at \$1,334,525.00; with this appropriated amount to be the annual tax levy appropriation thereafter until modified by a future vote of the electors of the City School District of Oswego.

Motion: L.Walker	- 2nd: M.Niess	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					

Adjournment: Next regular board meeting is 7 pm on Tuesday 07-May-2019

Motion to Adjourn

Motion: L.Walker	- 2nd: J.Sgarlata	In favor: K.Mantaro	M.Niess	C.Santos	L.Walker	Opposed:	Absent: G.DeMass	Motion: Passes
		A.Ross	J.Sgarlata					