

OSWEGO PUBLIC LIBRARY Regular Board Meeting Tuesday 13-February-2018 7:00pm - 8:17pm	Board Members Present :		Others :	Visitors :
			Carol Ferlito (D.OPL)	Theresa Slosek (FOL)
	George DeMass	Dr. Joseph Sgarlata (Policy)	Mercedes Niess (Co-Treas)	
	Kathleen Mantaro (VP)			
	Andrea Ross (Recording Secretary)			

#	Item	Presenter	Action
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1) Approval and Additions to Agenda K.Mantaro official action

Meeting rescheduled from 06-February-2018 to accommodate needed prep work for various meeting topics.

Motion to Accept Oswego Public Library Board of Trustees Regular Board Meeting Agenda for **13-February-2018**

Motion: G.DeMass	- 2nd: A.Ross	In favor: K.Mantaro G.DeMass	Opposed: A.Ross J.Sgarlata	Absent: M.Becker C.Santos	L.Walker	Motion: Passes
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2) Welcome and Public Comment K.Mantaro greetings

Greetings to FOL member Theresa Slosek

- Theresa Slosek reports that
 - ∞ Upcoming fundraisers
 - 18-March-2018 Pancake breakfast at the Mason's (\$8/adult) will feature:
 - Raffle for book Quilt
 - Miscellaneous raffles
 - 23-April-2018 Fajita Grill : a percentage of all proceeds will be donated to the library
 - ∞ FOL would like to see more programs at OPL.
 - The following are planned for 2018
 - Cooking/Chef (Apr)
 - Temari balls (May)
 - Succulent Garden (Jun)
 - Writing (Sep)
 - Paper stitching (Oct)
 - Calligraphy (Nov)
 (A.Ross asks about switching writing to November, if FOL wishes to coordinate with National Novel Writing Month (NaNoWriMo))
 - Other ideas are under discussion, including the overnight in the library
 - ∞ Jeanne Brown and Theresa Slosek presented to capstone classes; marketing and advertising ideas will be proposed by these college classes for the OPL and FOL to use in promoting the library.
 - ∞ FOL is in the process of building mini-golf hole/stations for future fundraisers.

3) Correspondence K.Mantaro

K.Mantaro notes that Trustee Newsletter arrived. Wants Board and FOL to be aware Library Advocacy Day is 28-February-2018. If Board of FOL members contact representatives, they should notify K.Mantaro.

4) Approval of Minutes of Regular Board Meeting Tuesday 09-January-2018

Motion to Accept Minutes of Tuesday 09-January-2018 Regular Board Meeting

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

M.Niess & J.Sgarlata: no issues to report.

C.Ferlito informs that on 02-February-2018 the OPL received a payment for \$511,999.60 from OCSD for FY 2017/2018: balance of \$386,323

Motion to Receive and File February 2018 Financial Report

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

6.a) Finance Committee (M.Niess, J.Sgarlata, C.Ferlito, C.Tascarella) M.Niess discussion

- No special info here, discussion at 7.a & 7.b.

6.b) Building Committee (L.Walker, C.Ferlito, G.Krul) L.Walker & C.Ferlito report

- C.Ferlito reports
 - ∞ Leaks continue on lower level, but cannot fix until heat can be turned off.
 - ∞ A second window is failing in the children's room, both can be removed and replaced at the same time by Terpening. (motion at 8.c)
 This must also wait for better weather; C.Ferlito hopes work done by June, funding for 2nd window from "building repair" line.

6.c) Personnel Committee (K.Mantaro, J.Sgarlata, G.DeMass) K.Mantaro, J.Sgarlata, G.DeMass report

Board of Trustees, in accordance with OPL policies and procedures will enter Executive Session to discuss a personnel matter related to policy 2.11

Motion to go into Executive Session at 7:26pm

Motion: A.Ross	- 2nd: G.DeMass	In favor: K.Mantaro G.DeMass	Opposed: A.Ross J.Sgarlata	Absent: M.Becker C.Santos	L.Walker	Motion: Passes
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Motion to come out of Executive Session at 7:41pm

Motion: G.DeMass	- 2nd: J.Sgarlata	In favor: K.Mantaro G.DeMass	Opposed: A.Ross J.Sgarlata	Absent: M.Becker C.Santos	L.Walker	Motion: Passes
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No motion is needed on policy 2.11, decision on personnel matter at personnel committee level; K.Mantaro will send letter.

6.d) Policy Committee (J.Sgarlata) J.Sgarlata & K.Mantaro no report

6.e) Library Services Committee (A.Ross, E.Elsner, K.Swartz, M.Redding) A.Ross no report

6.f) Technology Committee (A.Ross, E.Elsner) A.Ross no report

6.g) Art Gallery Committee (C.Ferlito, E.Elsner) C.Ferlito & E.Elsner no report

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7) Old Business-

7.a) Discussion: follow-up regarding the Geraldine Jones Trust Fund

K.Mantaro & C.Ferlito

- The Geraldine Jones Trust Fund was part of the Capitol Campaign: Council consulted for options on spending the \$36,434.97.
 - ∞ Lawyer believes Trust CANNOT be used : 1) to spend down bond 2) on salary
 - ∞ Trust CAN be used for items tied to OPL mission statement
 - ∞ Board will postpone discussion on Trust spending until return of Board President.

7.b) Discussion: DASNY Grant

K.Mantaro & C.Ferlito

- DASNY (Dormitory Authority of the State of New York) is part of the procedures/paperwork in the SAMs (System Award Management) Congressional Grant.

7.c) Discussion: Tutor Issue

C.Ferlito

- The library has had some concerns with the tutoring in the library. A few changes will be instituted:
 - ∞ OPL will have a full list of tutors with their contact info
 - ∞ Tutors must check-in at desk on arrival to the library
 - ∞ OPL will sit down with tutors to go over OPL's expectations of tutors.

8) New Business-

8.a) Director's Report

C.Ferlito

report

- Submitted electronically to Board : see full report for details
- Annual report submitted
 - C.Ferlito out 18-February-2018 to 26-February-2018, E.Elsner will be in charge

8.b) Syracuse University Publicity Article

K.Mantaro

- K.Mantaro saw article on ischool.syr new faculty member Beth Patin
- Beth Patin researches crisis informatics; K.Mantaro believes this may be an interesting partnering opportunity for OPL

8.c) Motion for Second Window Repair

- Discussion 6.b.
 Motion to authorize Library Director to have Terpening repair second window in the Children's Room at a cost of approximately \$3,000.

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

Adjournment: Next regular board meeting is 7 pm on Tuesday 06-March-2018

Motion to Adjourn

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