

**Northern Onondaga Public Library  
Monthly Board Meeting  
September 20, 2010**

**Attending:** Rob Bick, Pat Madigan, Pat Bragman, Linda Parise, Alice Lipovsky, Kate Kuryla, Barbara Irwin, and Library Director, Kate McCaffrey.

**Absent:** Seth Groesbeck, Lynda Holbrook, Bob Lalley, Randy Lacelle, Shelley Tafel.

**Guests:** Pete Ward (Single Source), Frank Parella (Cleantec), Anthony Marchese (Auditor). Bob Manning (OCPL), Lynne Yackel, Kelly Morris, Jill Wiechmann, Darlene Piper and Dulcy Hart.

Meeting called to order at 7:00 p.m.

Presentation by Pete Ward and Frank Parella regarding the sale of Single Source Solutions to Cleantec. Pete will still be the property manager for NOPL. Services and staff will remain the same, though they will wear Cleantec uniforms and payment will be made to Cleantec. Cleantec uses all “green” products and Pete would like to use NOPL as a model for other libraries and small businesses.

Motion to Approve August minutes by Pat Bragman; 2<sup>nd</sup> by Linda Parise; All in favor—Motion Approved.

**President**

- We are looking into building a Pole Barn at the Cicero Library to use for storage. We have the space to build a large structure that we can utilize for all three libraries’ storage needs. (Rob will look into the cost and information to bring to the next month’s board meeting.)
- A thank you letter was read to the board for their donation to the North Syracuse Library in memory of Charlotte’s mother, Stella Stephanishyn, who passed away last month.

Presentation by Anthony Marchese of Kruth, Stein, Squadrito, Liberman & Silverman, LLP regarding NOPL’s 2009 Audit. Overall, the audit was satisfactory with just a few minor recommendations. Kate has provided solutions to each of these minor recommendations. The audit did not identify any deficiency in NOPL’s internal controls that are considered to be a material weakness.

**Vice President** – No Report

**Treasurer Report** – by Kate McCaffrey

- Abstract #9 discussed by the board.
- Overall budget looks very good, with spending at or below appropriate level for this point in the year.

Motion to Approve Abstract in the amount of \$134,149.65 by Alice Lipovsky; 2<sup>nd</sup> by Pat Bragman; All in favor—Motion Approved.

**Corresponding Secretary** – No Report

**Trustee Reports** – None

**Director Report**

- Meg and Nancy Boisseau are focusing on **local history in Brewerton**, beginning with an oral history project. The videos will be up on the NOPL website, and eventually compiled into a DVD and added to the collection. Nancy is also serving as a resource for the Historical Society’s revitalization project of Fort Brewerton and the Historical Museum.
- Details of some new **Garden-related projects**, in partnership with OCRRA and Cornell Cooperative Extension can be found in Meg Backus’s report, included in packets
- **New grates** for the entrances are finally in, and will be installed soon. The design has been improved so that in the future worn parts can be replaced without replacing the entire unit.
- **Painting** is underway at Brewerton and will brighten up the building this winter
- **Circulation** is up at all three libraries – 16% at Cicero and 13% at Brewerton (10% overall)
- 828 people attended **library programs** in August – a tribute to the creativity and energy of the staff, in particular Nicole, Suzanne, Wanda and Meg.
- Children and teens reported reading **15,464 books** during the summer reading club
- NOPL will host a “virtual conference” on ebooks and libraries, from 10-6, on September 29th, in the Community Room at the North Syracuse Library, titled ***“Ebooks: Libraries at the Tipping Point”***
- **Bob Manning** will receive the Empire Friends Daniel W. Casey Library Advocacy Award at the NYLA conference in November. Bob has been a trustee at Baldwinsville since 2006. He also serves on the Board of the Onondaga County Public Library System and the OCPL Legislative Committee, as well as being active on the Legislative Committee of the Central New York Library Resources Council. He’s worked on three successful construction grant projects for the library, and is currently working on a project to investigate alternative energy sources for the library.

- Meg Backus is taking a course at Syracuse University, using remitted tuition credits earned from supervising an intern). The course, called *Electronic Culture*, is offered through Common Ground, a year-long collaboration between the iSchool and the College of Visual and Performing Arts, exploring intersections between information, technology, art and design.
- **NYLINE-T** is a new electronic distribution list for library trustees (details in packet)

**Strategic Planning** – We will be sending out possible dates to meet.

**Audit/Finance** – Request for Proposals (RFP) were sent out to five (5) audit firms. We will keep you informed of the status of this procurement process as it moves forward.

**Facilities Committee** – We are interested in forming this new committee. We will send out possible dates and request for indication of interest in participating.

**Lynne Yackel (Cicero)** – Painting is completed and we have had many compliments on it. Also, circulation is up 16%.

**Bob Manning (OCPL)** – We have just finished going through the OCPL budget process. This is the third year in a row that the State has cut their budget and the second year that the County has cut their budget also. There will be a Legislative breakfast on December 3<sup>rd</sup> tentatively to be held at the Everson Museum. Many state and local representatives will attend. Baldwinsville Library had a successful fundraiser with Barnes and Noble.

### **New Business**

Motion to Approve adoption of 2011 budget as presented by Rob Bick; 2<sup>nd</sup> by Pat Madigan; All in favor—Motion Approved.

Motion to Adjourn at 8:25 p.m. by Barb Irwin; 2<sup>nd</sup> by Alice Lipovsky; All in favor—Motion Approved.

Meeting Adjourned at 8:25 p.m.

Respectfully,

Marianne Vaughn