

**Northern Onondaga Public Library**  
**Monthly Board Meeting**  
**June 20, 2011**

**Attending:** Rob Bick, Pat Madigan, Pat Bragman, Bob Lalley, Linda Parise, Frank Laifer, Kate Kuryla, Lynda Holbrook, Randy Lacelle, Alice Lipovsky and Library Director, Kate McCaffrey.

**Absent:** Barb Irwin, Shelley Tafel.

**Guests** Bill Hastings, Lynne Yackel, Kelly Sobrino, Jill Wiechmann.

Meeting called to order at 7:03 p.m.

Motion to Approve May board minutes by Pat Bragman; 2<sup>nd</sup> by Lynda Holbrook;  
All in favor—Motion Approved.

**President**

- Multi-Storage Facility – We are still waiting on our lawyer to finalize legal documents so we can start the bid process.

**Vice President** – No Report

**Treasurer** – by Kate McCaffrey

- We are at 34% of our budget – very good shape for five months into the year.
- Tax/Government line is over budget due to an increase in certiorari payments. We will put more money aside next year.
- Abstract #6 discussed by the board.

Motion to Approve Abstract #6 in the amount of \$99,392.38 by Alice Lipovsky; 2<sup>nd</sup> by Randy Lacelle; All in favor—Motion Approved.

**Corresponding Secretary** – No Report

**Trustee Reports** – None

**Director Report**

After a period of calm, we're in a state of change that is exhilarating, challenging, and stressful. Some of the highlights:

- Getting ready for summer - school reading lists and summer reading programs for children, teens and adults
- Increased activity for the LibraryFarm
- Friends activities: Ice Cream Social at Cicero and the booksale at Brewerton
- Community events: North Syracuse Family Fun Day and the Riverfront Parade in Brewerton
- Planning for staff development day

- Strategic Planning activities
- Envisionware upgrade at North Syracuse
- Rearranging the children's area at Cicero
- Personnel changes – Kelly and Lynne moving on, and all that needs to happen to ensure that the libraries continue to operate smoothly

We added caller ID for the administrative office phone which required purchase of a new phone with a display screen for Marianne. This was in response to a dramatic increase in the number of unsolicited calls from sales reps.

Elizabeth Gall was hired to fill a vacant substitute librarian1 position. She will work some regular hours, covering public service shifts at Brewerton and Cicero, and will rotate through the Saturday and Sunday coverage. She has also been asked to develop teen programming at Brewerton, and will work on a variety of projects. Lizzie did an internship with us last summer and we're happy to have her back.

North Syracuse has been added to the contract with Ehrlich Pest Control under the same terms as the other two libraries (six visits per year at \$75 per visit).

Circulation is up at all three libraries, with an overall average of 14%. There were 27 adult programs in May, a 42% increase over 2010, with a whopping 98% increase in attendance. The number of children's programs decreased by 22%, but attendance was up by 16%.

Staff representatives on the strategic planning committee (Jill, Meg, Bill and Kate) held seven meetings with staff focus groups to gather input for the strategic plan. (summaries are in board packets)

**Strategic Planning** – We are currently working on a survey for the public.

**Legislation** – We met with Clay representative, Don Miller about the need for continued state funding for system support. OCPL provides critical services to all libraries in the county (delivery, ILS, consulting). .

Alice recommended that we appoint a Parliamentarian. The board will have to discuss this further. (Tabled for later date)

**Audit/Finance** – The committee will meet sometime in July or August. The new audit firm (Kane, Bowles and Moore) will begin work on the 2010 audit on June 28<sup>th</sup>.

### **Old Business**

Non-County resident borrowers – This is an issue that affects many libraries in the county, and with a new cost allocation model, transaction charges this additional library usage will be paid by all of the libraries. Currently, there are 11,600 active borrowers who do not live in Onondaga County who are using one or more OCPL library. The Brewerton and Cicero libraries are at the top of the list, with high percentages of non-resident borrowers due to our geographic location.

We will continue to be aware of this situation and will watch to see if OCPL takes the lead in addressing the problem. (Tabled for later date)

**New Business**

Motion to Approve the Surplus Materials and Equipment Policy as written with opportunity to amend through consultation of attorney for non-profit religious organizations by Randy Lacelle; 2<sup>nd</sup> by Frank Laifer; All in favor—Motion Approved.

Alice Lipovsky passed on an anonymous complaint concerning the staff representatives on the strategic planning committee. Kate explained her reasons for the choices of Bill Hastings, Meg Backus, and Jill Wiechmann to represent library staff and administration in the collaborative process.

Motion to Adjourn at 8:05 p.m. by Randy Lacelle; 2<sup>nd</sup> by Pat Bragman; All in favor—Motion Approved.

Meeting Adjourned at 8:05 p.m.

Next meeting will be July 18<sup>th</sup> at the Brewerton Library.

Respectfully by,

Marianne Vaughn