

**Northern Onondaga Public Library
Monthly Board Meeting
August 16, 2011**

Attending: Rob Bick, Pat Madigan, Pat Bragman, Linda Parise, Alice Lipovsky, Kate Kuryla, Lynda Holbrook, Frank Laifer, Barb Irwin and Library Director, Kate McCaffrey

Absent: Randy Lacelle, Bob Lalley, Jeff Trubia

Guests: Bill Hastings

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

Motion to Approve previous board minutes by Pat Bragman; 2nd by Linda Parise;
All in favor—Motion Approved.

President

- Thank you letter was read from Lynne Yackel thanking the board for the flowers for her retirement.
- We have received the figures from Finger Lakes Construction to put on the grant application for the multi-use storage facility. The engineers will be drawing up the specs and that will cost around \$600. Once that is done, we can set up a bid period for people to come in and review the specifications at the Cicero library. We will then have a bid opening and should take around 2-3 weeks to finalize.

Vice President – No report

Treasurer – by Kate McCaffrey

The auditor will come to the September meeting to give a report. We anticipate corrections as is usual with a new auditor.

Our expenses are at 48% of total amount budgeted for the year. Spending at this rate for the rest of the year will leave us with a balance that may be enough to pay for the construction of the new storage facility, particularly if we get a 50% match in state construction funds.

Abstract #8 discussed by the board.

Motion to Approve Abstract #8 in the amount of \$103,238.76 Pat Madigan; 2nd by Lynda Holbrook; All in favor—Motion Approved.

Trustee Reports – None

Director Report –

Our libraries were *busy* in July. Suzanne, Wanda and Nicole provided a dazzling array of programs for children and teens, as you can see from the reports submitted by the managers. The rest of the staff steps up and provides them with a lot of help, and the circ desks and reference librarians are busy with so many families coming in all day long. Circulation was up at all three libraries, with a 7% increase overall. At North Syracuse the increase was dramatic (12%), which may be a result of improvements in the way the collections are displayed.

The inventory is nearly completed. Gary Ketchum will be able to give me a quote for next year's insurance policies. Based on preliminary information he didn't expect any significant increase.

Personnel costs for the 2012 budget are a challenge because the contract with staff expires at the end of March. Excellus is requesting state approval to increase rates by 12%. We can expect that system charges will go up, as will the maintenance contract with Cleantec (5%). On the positive side, our utilities' bills are down by 15% year to date.

Recent reports provided by OCPL compared system libraries in several categories:

2010 Local Public Funds per capita – NOPL is 12th out of 19 libraries, at \$40.50 per capita
2010 Collection Expenditures per capita – NOPL is 16th out of 19, at \$4.35 per capita
2010 Staff Expenditures per capita – NOPL is 13th out of 19, at \$20.75 per capita
2010 Circulation per capita – NOPL is 13th out of 19, at 10.65 items per capita

Strategic Planning – Kate and Meg gave presentations at the Cicero & Town of Clay Town Board meetings regarding the community survey and strategic planning.

Audit/Finance – We will have a meeting after the Auditor report in September.

Old Business – Repeat discussion regarding patrons using our library services who live outside of Onondaga County receiving free services. We will be working with OCPL to encourage them to take action on a system basis. If we have to implement a policy just for NOPL it will be more complicated, but a first step would be informing our patrons that a change is anticipated. Rob suggests meeting with Jerome Melvin to discuss this proposal.

New Business

Motion to Approve creation of two Librarian 2 positions by Frank Laifer; 2nd by Pat Madigan;
All in favor—Motion Approved.

Motion to Approve state construction grant application by Pat Bragman; 2nd by Alice Lipovsky;
All in favor—Motion Approved.

Motion to Adjourn meeting at 8:15 by Kate Kuryla; 2nd by Pat Madigan; All in favor—Motion
Approved.

Meeting Adjourned at 8:15 pm

Respectfully Submitted By,

Marianne Vaughn