

**Northern Onondaga Public Library  
Monthly Board Meeting  
April 22, 2019**

**Attending:** Tom Brooks, Jim Rowley, Wayne Chase, Bob Lalley, Sue Kowalski, Barb Irwin, Derek Empey, Lisa Sokolowski, Frank Laifer and Library Director, Amanda Travis

**Absent:** Camille Luteran, Sue Corieri, Janet Cavaiola, Steve Scicchitano

**Also Present:** Bill Hasting, Nancy Boisseau, Michelle Metcalf

Meeting called to order at 6:32 p.m.

Motion to approve last month board minutes by Frank; 2<sup>nd</sup> by Derek Empey;  
All in favor—motion approved.

**President**

- Tom thanked our Treasurer, Jim Rowley for meeting with him and going over some of the accounting reports.
- The board sent Camille a get well card.

**Vice President** – No Report

**Treasurer**

- Abstract #4 discussed by the board.
- Everything is looking good with the budget.

Motion to approve Abstract #4 in the amount of \$120,134.68 by Wayne Chase; 2<sup>nd</sup> by Frank Laifer; All in favor—motion approved.

**Corresponding Secretary** – No Report

**Trustee Reports**

**Sue Kowalski** passed around bookmarks she received from another library with pictures of some of the trustees on the bookmarks with a bio on them. This was a nice tool to market the library to the public.

## **Director Report**

### **Update:**

- Christa Construction is moving right along with the senior housing project next to Cicero. Their next big step is to bring the sewer line down Knowledge Lane to their building. This work should begin the end of April and should take about a week. They will keep one lane of traffic going at all times.
- North Syracuse had an incident with a patron found unconscious on the men's bathroom floor possibly due to drugs. The patron was alright and left the library on his own but it shook staff and patrons up. Due to this incident and the increase in opioid related incidents in this county, NOPL will be offering Narcan training for staff. Like AED training, this will be voluntary. The County Health Department offers free training.

### **Personnel:**

- Two people were hired for the Seasonal PopUp Clerk position to help out with outreach this summer, June-August.
- One of the two part-time Library Clerk positions has been filled at North Syracuse. We are hoping to have the second one filled before the end of April.

### **Facilities:**

- Update on the PopUp truck – Syracuse Truck and Equipment put hydraulics on the sides so they would be easier to open but unfortunately there was a malfunction with one of the inside brackets and the side broke and the side came down on Jen's head. She is ok but has a mild concussion. The truck is back at the shop getting reinforced brackets and will not be used until it is deemed safe.
- I spoke too soon last month about the North Syracuse carpet issue being fixed. The carpet that they put down at the beginning of April is much darker than the rest. Cleantec is working on solving the problem with no cost to NOPL.
- Johnson Controls have completed the install of the new controls at Cicero and they are working wonderfully.

### **OCPL:**

- Member Library Directors met with Jill Hurst-Wahl from the OCPL board to do a SWOT analysis of the System. We shared our thoughts on the Systems strengths, weaknesses, opportunities and threats. This is in preparation for the OCPL Board to begin the process of strategic planning.

## **Unfinished Business – Out of System fee discussion**

Frank Laifer suggested that the yearly fee for patrons that are out of our district be revisited.

Discussed at length by the board members.

Mandy Travis handed out a memo on the statistics of the fees and the percentage of patrons that are out of the area that utilize the Brewerton Library. She does not feel that it would be in the best interest of the library to raise the fee. A great percentage of our Brewerton Library circulation comes from the patrons in Oswego County.

Motion to end discussion about raising the fee tabled for (3) years by Bob Lalley; 2<sup>nd</sup> by Barb Irwin; All in favor—motion approved. Abstention – Frank Laifer.

**New Business** – None

Motion to adjourn at 7:58 p.m. by Frank Laifer; 2<sup>nd</sup> by Wayne Chase;  
All in favor—motion approved.

Meeting adjourned at 7:58 p.m.

Respectfully by,  
Marianne Vaughn