

Northern Onondaga Public Library
Monthly Board Meeting – Zoom
January 25, 2021

Attending: Tom Brooks, Wayne Chase, Giovanna Colosi, Elizabeth Stapleton, Corey Robeson, Derek Empey, Sue Corieri, Lisa Sokolowski, Lisa Melara, Sue Kowalski, Steve Scicchitano, Kelly Flaherty, Maureen Hale and Library Director, Amanda Travis.

Also Present: Bill Hastings, Alissa Borelli, Nicole Hershberger, Michelle Metcalf, Jackie Hoyt, Jen Tolley and Amanda Roberts.

Meeting called to order at 6:30 p.m.

Presentation on Raging Romantics Podcast – by Jackie Hoyt and Jen Tolley

NOPL Librarians Jen Tolley and Jackie Hoyt are proud to present NOPL's first ever podcast "Raging Romantics." Debuting in September 2020, the goal of this podcast was to reach readers and library patrons in a new and exciting way. Episodes air twice monthly and feature discussions related to the romance genre of books; tropes, characters, the history of the genre, social and cultural impacts, and much more besides are featured in our twice monthly episodes. We are hosted on the library website at nopl.org/ragingromantics, as well as on major podcast platforms such as Spotify and Apple Podcasts. Since debuting in September, we've reached over 150 listeners, and are excited to see further growth. We would like to also thank Mandy and the Board for the opportunity to explore this new venture in outreach programming!

Oath of Office – Swearing in of new trustees

Tom Brooks
Steve Scicchitano
Kelly Flaherty
Corey Robeson

Motion to approve December board minutes by Lisa Sokolowski; 2nd by Lisa Melara;
All in favor—motion approved.

Financials

- Abstract #1 discussed by the board.
- Everything is looking very good for year-end budget.

Motion to approve Abstract #1 in the amount of \$136,302.85 by Corey Robeson; 2nd by Derek Empey;
All in favor—motion approved.

2020 Year-End Review

- **Revenue** – 38% under budget
Interest income over budget 59%
2021 budget passed with 1% increase.
- **Expenses** – Overall spending only at 90% of our budget
- **Proposed budget adjustments** - Any current accounts over budget/under budget.

Motion to approve budget fund adjustments by Steve Scicchitano; 2nd by Lisa Melara;
All in favor—motion approved.

President – No report

Corresponding Secretary – A dish garden was sent to Jill Youngs for her retirement from the board.

Director

Reopening Services in the Library

On Monday, November 30, the Northern Onondaga Public Library with approval from the board took proactive measures by suspending in-library services in hopes to stop the spread as numbers in Onondaga County were increasing at a rapid pace. As of writing this report (1/18/21), the numbers are still high but we are beginning to see a decrease after the holiday bubbles.

The original plan for reopening in-library services was when parts of Onondaga County are no longer in the orange zone. The Governor is no longer changing the micro-cluster zones as frequently as we thought so the zones are not an efficient enough way to decide on when to reopen services. Instead we are looking at a 14-day rolling average in Onondaga County using the [NY Forward Covid Dashboard](#). Currently we are looking at a 5.9% positivity rate but it is trending downward. The World Health Organization suggests a lower than 4% positivity rate to reopen schools. We will continue to keep an eye on the numbers and our hope is to reopen for computer appointment in early February.

Closing of Brewerton

Due to a positive case by a staff member at Brewerton, the Branch Manager and I made the decision to close due to lack of staffing. We learned about the positive test the night of January 11. The last time the staff member was in the library was Wednesday, January 6th. We alerted the staff that were potentially exposed and requested they self-quarantine for 14 days based on the day of exposure and monitor their systems. I am happy to say that we haven't had any news of other staff testing positive or feeling ill.

On January 12, we changed the phone message at Brewerton to transfer patrons to Cicero for assistance. We moved all the holds over to Cicero for patrons to pick up by curbside and had Brewerton's delivery dropped at Cicero. I want to thank the Cicero staff for jumping in to help during the closing. Brewerton is tentatively reopening on January 21st.

Facility Updates

- The exterior lights at Brewerton have all been changed to LED.
- Facilities Manager, Al Lane painted the technology office.

Program/Service Highlights

- Skaneateles Library and NOPL will be partnering to bring our communities a virtual author event starring NY Times Best Selling Romance Author Lyssa Kay Adams, on Wednesday April 21 @7pm! SK will be the primary host for this event, and we're going to be experimenting with what platform to use. The SK Director is looking into Crowdcast, which is a recommended webinar platform. NOPL Librarians, Jen Tolley and Jackie Hoyt will be moderating the event and discussions.
- Raging Romantics podcast will also be airing an exclusive interview with Lyssa Kay Adams in May/June to talk about her upcoming book, *Isn't It Bromantic* (pub. July 2021). This episode will be in conjunction with the author event on April 21.
- Our LibraryFarm Manager, Sue Buswell was part of a panel discussion on January 16 about Building Community Engagement with Gardens hosted by Brady Farm.

OCPL Updates

- All full-time furloughed staff and most of the part-time furloughed staff will be returning to their jobs at the end of March.
- OCPL Executive Director, Christian Zabriskie is hoping to open city branches by appointment in mid-February.

What's New at NOPL

Communication between staff, leadership and branches is something we are always looking at to improve. Every year communication is the number one topic of discussion at Staff Development Day. Alissa Borelli, Brewerton Branch Manager suggested creating a weekly Leadership newsletter highlighting items from each branch, the director, the communications department and technology department. It is short and sweet, just highlighting items that staff need to know or might be interested in. This is just the first step in making sure all NOPL employees have the information they need to comfortably do their job.

Managers

Alissa Borelli – (Brewerton) – Even with all the safety measures and procedures Brewerton needed to shut down because of staff member coming down with Covid. We needed to make sure everyone was safe and we just reopened last Thursday for continuing of curbside. Staff is very grateful and feel safe.

Bill Hastings – (North Syracuse) – I agree with Mandy that we will have to open at some point to get back to regular services and programming. If we follow the 14-day average and the trending of the cases seem to be going in the right direction.

Nicole Hershberger (Cicero) – Staff is very happy that we are continuing the curbside only while the cases were peaking. We appreciate having the ability to control who is coming into the library and wearing masks. When we do open for appointments we will continue to have the closed areas and cannot hang out in the library. We took over the Brewerton library traffic while they were closed for 10 days and it went smoothly. Good to know we can take over if one library needs to close during this time of covid.

Negotiating Committee – Sue, Wayne and Tom have been meeting with the staff on the new contract. If completed, we will have the final offer for the Staff Association and will bring it to the board at the February meeting.

Nominating Committee – Sue Corieri received nominations via email and confirmation of ballots:

Tom Brooks, Wayne Chase, Giovanna Colosi

At the February board meeting we will vote online or on Zoom for President, Vice President and Corresponding Secretary.

Memorandum of Understanding with OCPL

Mandy Travis and Wayne Chase explained to the board about the MOU with OCPL. Wayne is part of the MOU committee. There was a lengthy discussion about how to move the negotiations forward with the System and the committee. The board gave their support to work with other member libraries to try to get to document that everyone can be happy with. There was discussion of writing a letter to other member library boards describing the NOPL boards expectations of the MOU. All member library boards will need to vote on this OCPL MOU before August of 2021. This will commit to an amount for OCPL core services from 2022-2026. The members' charges outlined in the MOU help pay for System services.

New Business – None

Motion to adjourn at 8:30 p.m. by Tom Brooks; 2nd by Wayne Chase; All in favor—motion approved.

Meeting adjourned at 8:30 p.m.

Respectfully by,

Marianne Vaughn