

**Onondaga Free Library
Board of Trustees Minutes
January 22, 2020**

Board Attendees: Casey Barduhn; Gary Lucas; Tom Bradley; Jen Frasier; Dan Pautz
Staff: Susan Morgan; Alyssa Newton
Guests: Friends of OFL: John Thornton
Town of Onondaga: Mary Ryan; Kathy Fedrizzi
Sarah Harvey; Laurie Smith
Absent: Amy Kremenek; Colleen Mahoney

- I. Meeting was called to order at 6:05 p.m.
- II. Approval of minutes from the January 2, 2020 meeting. Gary made a motion to accept; Jen seconded. All in favor. Carried.
- III. Treasurer's Report
Gary reported that the 2019 year-end P&L ended very well and expenses were in line overall. There is a year end fund balance of \$80,000 of which \$75,000 will apply toward the 2020 budget to balance the revenue side. Gary made a motion to approve the December 2019 check register. Dan seconded. All in favor. Carried.
- IV. Director's Report and Friends Update
Yearly data has been significantly impacted by the ransomware attack in July 2019. Overall 2019 statistics are down because of the attack.
The bus trip funding to Seneca Falls on August 1, 2020 was approved by the Friends. Barbara Leigh is the new VP of the Friends. John Thornton reviewed the upcoming Friends events in his report.
- V. Committee Reports
Building: Follow up visit from the Town Code Officer was good and the library is fully compliant. The teen space will have a soft opening during the February school break week with everything fully up and running by the March annual meeting.
Personnel: Nothing to report this month.
- VI. Old Business
2020 school district referendum plan: The board reviewed the school referendum history and discussed the fund balance and reserves along with future budget projections. There was further discussion about overall fiduciary responsibility by the board and the minimum wage impact.

Gary made a motion, seconded by Jen, to increase by 5% the school ballot referendum amounts for the three school districts:

Onondaga Central- an increase of \$2,750 to a new levy amount of \$57,750

West Genesee- an increase of \$4,850 to a new levy amount of \$101,850

Westhill- an increase of \$8,000 to a new levy amount of \$168,000

Motion carried as follows:

In Favor: Gary, Jen, Casey, Tom

Opposed: Dan

Abstained: Amy, Colleen

Circulation supervisor position:

There was additional discussion about the proposed circulation supervisor position and the board asked for more information about current staffing model and work flows, support for the new position in terms of weekly hours, skill sets/supervisory experience needed. Susan will have more information at the February board meeting.

VII. New Business

Susan discussed the timeline for the state report submission and that the board would need to do a vote by email to approve the submitted report for deadline to get reviewed by OCPL staff and board.

Executive Session: Casey made a motion to enter into executive session at 6:55 p.m. to discuss library director compensation and review. Jen seconded. Carried.

VIII. Adjournment

With no further business, Casey made a motion to adjourn; seconded by Jen. The regular meeting adjourned at 6:55 p.m.