

Oneida Public Library— Trustee Meeting Minutes

Meeting Date: Tuesday, March 19, 2024

Call to Order: 8:32AM by Acting President John Nichols

Present: Ariel Bero, Rick Kinsella, Dennis McDermott, Sara Micciche, John Nichols, Nicole Rossi with special guests Enzo and Vinny Rossi, Michele Ryan, Katherine Wojciechowski
Present over Zoom: Mark Strong

Excused: Nicole Smith, Brianna Sprole

Adopt Agenda: Motion to Adopt. Kinsella moved; Wojciechowski seconded. Approved.

Opportunity for Public Comment: None

Approval of Minutes: Minutes of February 27, 2024 meeting. Motion to Accept. Kinsella moved; Nichols seconded. Approved.

New OPL Board of Trustee member Dennis McDermitt was sworn in by Acting President Nichols.

Auditor's Report: Mark Strong from Cuomo, Winters & Schmidt presented the Independent Auditor's report for the OPL '22-'23 financial year. Strong stated that OPL is in a "good position" with no issues or concerns. Kinsella requested clarification on OPL liability regarding the UDSA loan and requested the Subsequent Events note indicate the Foundation Loan has been paid in full. Strong will make necessary changes and send updated audit document to Ryan. Discussion on the improvements in OPL bookkeeping with the addition of UBI.

Treasurer's Report: Kinsella presented the month's total expenditures to date of \$11,284.85 from the Operating Account. No expenditures to date from the New Facilities Account.

MOTION: To Approve expenditures of \$11,284.85 from the Operating Account and pay them in the usual manner. Kinsella moved; Nichols seconded. Approved.

Management Report from UBI was presented. Board members examined the report and monthly checks.

President's Report: Nichols discussed a volunteer Earth Day cleanup event in Oneida. Discussion regarding the condition of the Mini Brook culvert which runs alongside OPL property and possibilities to improve safety.

Nichols proposed a strategic planning session to develop a document outlining long and short term OPL goals and objectives. Consensus that this is needed. Nichols will move forward with a timetable and schedule for meetings.

Director's Report: Library will be closed for staff training on March 22. Bero, Gillander, Samura and Ryan will be training staff on e-resources offered by OPL. Step by step instruction

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guides and videos are being developed to assist in educating patrons in use of all the e resources available.

Communico app continues to have minor problems. OPL will not be charged for use of Communico until it is fully functioning. Kinsella suggested OPL invest in equipment for the digital transfer of data. Ryan agreed this is something many patrons could use.

Utilization: All stats for Library usage continue to increase. OPL is a busy place. Nichols noted that last month saw 80 new library cards given out. Gillander's February Bluey party was responsible for almost 30 of those. Many are switching their home library from others in Mid York to OPL. Ryan praised the staff for OPL success.

Due to lack of drivers, Mid York deliveries have been reduced by half.

Donor funding of the Dolly Parton Imagination Library is no longer available. Ryan is on a committee to secure new funding. Cost is \$30 per year per child. Discussion regarding possible funding sources for this valuable program.

Bero provided a preview for OPL April events. Highlight for adults is an off-site event "Brewing on the Erie Canal" at the Old Erie Golf Club. It promises to be an educational, fun and entertaining evening. Ryan commended Bero, Gillander and Samura for all their off-site programming bringing OPL directly into the community.

Bero outlined Spring Break special events- Squishmallow canvass painting, Board game extravaganza, Utica Zoomobile and a Taylor Swift Party. All family friendly, enjoyable, and engaging for all ages. Board member Nicole Smith will be presenting a smart money program open to all ages 16+.

Reports of Standing Committees:

OPL Foundation: No Report

Friends of the Library: Sara Micciche reported Book collection for the Sept. Book sale is ongoing. They are discussing future fundraisers. Ryan extended thanks from both her and the OPL Board for the hard work and dedication of the Friends group.

Old Business: Landscaping: MEID will begin the project this spring.

Policy updates: None

New Business: RESOLVED: To confirm the official results of the 2024-2025 Budget Vote of March 5, 2024 and the elections of Rick Kinsella for a 5 year Board of Trustees term to begin on July 1, 2024 and Dennis McDermitt for a 4 year Board of Trustees term to begin July 1, 2024. Resolved by Nichols, Seconded by McDermitt. Carried.

Announcements:

Next Regular Meeting: April 23, 2024 8:30 A.M. OPL Community Room.

Flag Dedication Ceremony: April 30, 2024 at noon. Date coincides with the 100-year anniversary of OPL. This will be the kickoff for OPL centennial year events.

Motion to Adjourn: Rossi moved; Nichols seconded. Carried at 9:56 AM

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Respectfully Submitted,
Katherine Wojciechowski, Secretary