

Onondaga Free Library
Board of Trustees Minutes
January 24, 2024

Board Attendees: Beth Crump, Margaret Farrell, Tom Bradley (6:15pm), Chris McCarthy (virtual)

Absent: Laurie Smith, Rob Price, Liz LaRochelle

Staff: Susan Morgan, Scott Lipkowitz, Lisa Agustin

Other: Brian Crandall (Key Bank)

I. Meeting was called to order at 6:07 p.m.

II. Approval of minutes from the December 20, 2023, meeting. Tom made a motion to accept the minutes; Margaret seconded. Everyone in favor. Motion carried.

III. Financial Report December 2023:

Review of the Profit and Loss Statement for December 2023. Expenditures are on track with budget. There is a fund balance of approximately \$47,000 that will be carried over to the 2024 budget. No questions were asked regarding the December check register. Tom made a motion to accept the check register for December 2023; Margaret seconded. All in favor. Motion carried.

IV. Key Bank investment Options-

Brian Crandall from Key Bank attended the meeting.

Mr. Crandall provided a review of OFL's bank accounts and presented options for moving some money into higher interest investment accounts. He presented several options for diversifying savings. The board will continue to discuss the topic and decide which option is best for OFL.

V. Director's Report:

Susan gave an update that library statistics continue to be excellent. She noted that ebook circulation for 2023 is up 22% and that the Friends group will increase their yearly funding to support that service.

VI. Friends Report

Friends have gifted \$8,300 to supplement the purchase of ebooks, State Park passes, the Summer Reading Program and Lucky Day books. They will hold their book sale later this spring.

VII. Committee Reports:

Building:

There have been a few minor repairs and maintenance items this month: regular HVAC maintenance, the handicap door button, lights replaced in outdoor parking lot, men's room plumbing repair. OFL is still waiting for the Fire Safety Report from the Town of Onondaga.

Personnel

Staffing has stabilized. The plan is to resume Thursday night hours before summer. Susan thanked the staff for their hard work and flexibility in covering library hours as needed.

VIII. Old Business

2024 Tax Levy Options and Vote: Susan presented some illustrations for the school district levy propositions. These would go on the May 2024 school district ballots and pending a successful vote, OFL would receive the increases this fall. The board discussed the options and agreed to approve a 5% levy increase from all 3 districts to be placed on the May school district ballots.

5% increase

Onondaga Central	\$63,105
West Genesee	\$111,294
Westhill	\$183,578
Total increase in funding from all districts = \$17,047	

Tom made a motion to add a 5% tax levy proposition to school district ballots in May 2024. Margaret seconded. Everyone in favor. Motion carried.

Long Range Plan Timeline: Susan is planning to have a final draft to the board in March.

Board Trustee Needs in March 2024:

Tom Bradley has been on the Board of Trustees for the maximum six years and will be leaving. OFL is looking for people interested in joining OFL's board in March. Anyone who works or lives in the Town of Onondaga is eligible to serve.

IX. New Business

Grants and fundraising opportunities for 2024- OFL has received a patron gift from a friend of Cathleen Infanti for the purchase of books focusing on nature and gardening in honor of her time as a trustee. A donor tile will be added to the foyer in her honor.

OFL has received notification from the estate of Arlene Litman that a portion of her estate will be donated to OFL.

Scott has been awarded a CLRC Grant to purchase Arduino kits to build computer monitors which will be deployed during the April solar eclipse. The program will be open to teens and adults. Scott is working with a member of the Syracuse Electronics Club to build these mini computers.

Lisa and Scott have been researching grant opportunities and are working on applications for several grants. They continue to brainstorm ways to fundraise in order to bring additional funds to OFL to provide high interest programming.

Annual meeting in March- new trustees: OFL is looking for new trustees to join the board in March. Anyone interested can contact OFL. Mary Ryan will bring this to the Town of Onondaga meeting as well.

Adjournment

With no further business, Tom made a motion to adjourn, seconded by Margaret. Meeting adjourned at 7:16 p.m.

Next Meeting: February 28, 2024 at 6:00 p.m.