

Onondaga Free Library
Board of Trustees Minutes
April 22, 2020

Board Attendees: Gary Lucas, Colleen Mahoney, Amy Kremenek, Dan Pautz, Jen Frasier,
absent: Tom Bradley, Casey Barduhn
Staff: Susan Morgan, Alyssa Newton, Chantal Rothermel, Maggie
Gail-Maynard
Guests: Friends of OFL: Mary Beth Roach; Laurie Smith, Sarah Harvey

- I. Meeting was called to order at 6:02 p.m.
- III. Approval of minutes from April 1, 2020 meeting. Jen made a motion to accept; Gary seconded. All in favor. Carried.
- IV. Treasurer's Report
P & L is on track. There is obviously less activity since the closure. The board had no questions. Jen made a motion to accept the check register for February; Amy seconded. All in favor. Carried.
- V. Director's Report and Friends update
The March stats (1-16) were better than expected. Hoopla and Overdrive numbers have gone way up since the closure. We may need to revisit how we track statistics. Adult fiction has been strong in digital circulation. Overdrive has had 2000+ so far in April.

Mary Beth stated that they did not meet last month so they have had no vote for officers. It will be on the agenda for their May 2 Zoom meeting. There will be no senior center art reception in June. They will probably have to cancel the August block party, as well. The Friends will also need to revisit their budget due to the loss of revenue during the closure.
- VI. Committee Reports
Building: The parking lot construction can resume with one worker. Sod will likely be laid down next week. It is weather dependent, but it will be approximately two weeks until completion.
Personnel: The staff is doing weekly reports on what they are doing from home. They are also completing department reports. The staff is encouraged to participate in online programming.
- VII. Old Business
Susan is actively working on replacing Al's position. Ten applications have been received so far. It is so important to replace Al at this time because of the need for virtual programming. There were some concerns about conducting an interview process

entirely on Zoom. Also, the Board questioned whether this new employee will be able to “learn the job” under these conditions.

VIII. New Business

The staff has established a set schedule of virtual programs. The programs include live book chats and a read at home challenge. Phone reference service is available Monday and Friday mornings. It hasn't taken off yet but it will likely need more promotion. Alyssa stated that a lot of outside organizations are wanting to collaborate. The West Genesee and Westhill libraries are great resources for them to connect with. Maggie stated that she is holding a tech talk. Chantal is sharing information about Hoopla and streaming. They are planning on doing digital training for parents for things like Google classroom and chrome books. Maggie and Kori are still doing digital story times. The staff are looking to establish more of a balance between e-books and print. Also, they looking for investment in extra technology. Dan proposed revisiting the collections budget by a formal vote at the next meeting to maximize digital resources. Susan will present the numbers at the May meeting. The Paycheck Protection Loan is moving forward. All payment protection money should go into its own account. The goal is to ensure that the loan is forgiven. Susan is also forming a re-opening planning committee. Amy has already agreed to participate. Amy also recommended gathering PPE now.

IX. Adjournment

With no further business, Dan made a motion to adjourn, seconded by Colleen. Meeting adjourned at 6:37 p.m.