

Board Attendees: Jen Frasier, Colleen Mahoney, Beth Crump, Stephanie Aldrich, Tom Bradley, Rob Price, Chris McCarthy

Board Absent: Gary Lucas, Laurie Smith

Staff: Susan Morgan, Alyssa Newton

Guests: Mary Ryan, Town of Onondaga Liaison

I. Meeting was called to order at: 6:03 pm

II. Approval of the amended minutes from the September 22, 2021, meeting. Stephanie made a motion to accept, Colleen seconded. Rob Price abstained. All in favor. Carried.

**III. Treasurer's Report and Check Register for September:**

Susan presented the September check register. All items are in order.

Jen made a motion to accept, seconded by Chris. Motion carried.

P & L discussion was tabled until the December meeting.

**IV. Director's Report:**

Susan reported that circulation has slowed down a bit in September but remains steady. Meeting rooms are open, and patrons/groups have shown interest in using them. School outreach programs are starting slowly and safely. In person kids programming is up and running. The program guide for November has a great lineup for all ages, including new activities and some old favorites! West Genesee revenue has been received- all school funds have now been received. OFL is waiting for an accounting of forgiveness of the PPP loan. Funds will carry over to next year's budget. Susan will be starting a West Side Library Director's Group where they are talking about ways to collaborate and share resources.

**V. Friends Update:** Friends continue to do incredible work on behalf of OFL! They will hold the annual Festival of Trees again this Year. Tickets will go on sale soon. A wishing well has been placed in the lobby in hopes of making someone's wish come true. They will participate in OCC's drive through Halloween trick or treating. In December and June, they will host a senior art show at the library. We love our AMAZING Friends! Thank you for all you do!

**VI. Committee Reports:**

**Building:** New security cameras have been installed with signage out front. A faulty smoke detector has been replaced. LED lighting, funded by a state construction grant, should be installed upstairs by the end of the year. Susan continues to work with Vanderhoof Roof to resolve the leak in the roof around the HVAC unit. She will look to see if the roof is still under warranty. The drainage in the back parking lot is much better. Hopefully, it will not be as icy out there this winter. Susan is going to reach out to the NYS DOT to see if they can fix the apron on the sidewalk by the library entrance so that cars do not bottom out.

**Personnel:**

Susan requests additional consideration to change the library clerk job title to marketing clerk. This would allow the person to assist with marketing and PR. It would encompass additional duties and hours, along with a small pay increase if the budget allows. Susan will work with Gary to see if next year's budget can support this change. Susan would like to hire an additional substitute clerk who would fill in for illness or vacations as needed. The position would have a minimal impact on the budget. Susan has planned a staff development day for Veterans Day, including a presentation by Natalie Dardaris, the Town of Onondaga historian.

**VII. Old Business:**

**2022 Budget:**

School Propositions  
Health Insurance

Old Business discussion tabled until the December meeting.

**VIII. New Business:**

Library closings for 2022 were discussed. Indigenous Peoples Day was added as a staff development day.

Beth made a motion to accept, seconded by Jen. Motion carried.

**IX. Adjournment:**

Jen made a motion to adjourn, seconded by Beth. Meeting adjourned at 6:51pm

Next Meeting: December 22<sup>nd</sup> at 6:00pm