

Onondaga Free Library
Board of Trustees Minutes
May 23, 2018

Board Attendees: Casey Barduhn; Gary Lucas; Jen Frasier; Colleen Mahoney; Tom Bradley;
Amy Kremenek
Staff: Susan Morgan
Other: Friends of OFL: Anne Andrianos; Town of Onondaga: Mary Ryan; The
Bonadio Group: Heather Lessels
Absent: Dan Pautz

- I. Meeting was called to order at 6:00 p.m.
- II. Approval of minutes from the April meeting. Amy made a motion to accept; Gary seconded. All in favor.
- III. Treasurer's Report
Gary has reviewed the audit report and was pleased with the findings. While reviewing the check register, it was noted that Bette Tucker has not received her check for the fairy event. The original has to be canceled and a new one issued. Gary made a motion to accept this month's check register; seconded by Amy. All in favor.
- IV. Audit Presentation from The Bonadio Group
The staff of the library was seen as very cooperative. The overall net income after adjustments was \$142,000. This revenue reflects an increase from the town. Expenses increased due to salary and benefits cost and operational costs. Total assets modified for cash and property is \$1.151 million.
There is a new accounting standard, but because we are modified cash basis this won't necessarily affect us.
Weaknesses: materials adjustment and recording depreciation of fixed assets purchased.
Significant deficiencies: there should be more segregation of responsibilities as a means of checks and balances (too much is exclusive to Susan).
Other matters: Seven out of eight board members will have terms that end at the same time. We should attempt to stagger these terms in the future.
- V. Director's Report and Friends Update
The numbers for the library are great. Key Bank staff from the Onondaga Hill branch came over for community day. Alyssa and Maggie represented us today at LeMoyne's Makers Day. Senior Fair is scheduled for next week. Summer reading is coming soon. The Friends recently gave the library \$992.47 for summer programming materials. The book sale was a success. There were costs for advertising and to publish the mailing. This year, the Friends also had to pay for disposal. There has never been a fee for

disposal of books before. It was \$89 per ton and there was almost two tons left over after the sale. It resulted in a payment of \$177.11. The sale grossed \$3400. The net was \$2700. Also, the senior art show reception will be June 7 from 4-6.

VI. Committee Reports

Building: Appel Osborne assessed the run off drainage problem in the parking lot. It would qualify under the construction grant. The goal is to also do concrete work and add a new handicap spot. Susan will get actual quotes for specific projects. Triple R concrete have also been contacted about wear and tear improvements and new pieces. It was suggested that all other improvements wait and get the draining problem fixed first. Susan will look into those additional quotes.

Sara Puff, a new board member, will be joining the board in July.

VII. Adjournment

With no further business, Amy made a motion to adjourn; seconded by Colleen. The meeting adjourned to executive session at 6:37 p.m. Next meeting is July 25.