

Oneida Public Library– Trustee Meeting Minutes

Meeting Date: Monday, July 26, 2021

Call to Order: 9:00 AM by President Kinsella

Present: Rick Kinsella, Brad Adams, Katherine Wojciechowski, Patricia Albaugh, Mike Kaiser, Gary Taylor, Michele Ryan, Ariel Wilber. **Excused:** Lillian White

Adopt Agenda: Moved, Taylor. Second, Kaiser. Carried.

Opportunity for Public Comment: No Comment.

Approval of Minutes: Minutes of June 14, 2021 meeting. Taylor moved, Kaiser seconded. Approved. Minutes of July 6, 2021. Wojciechowski moved, Kaiser seconded. Approved.

Reports of Officers/Staff:

President’s Report: There is continued interest in the Legacy building. More information is being gathered about the party interested.

Treasurer’s Report:

Treasurer Adams presented the Management Report for the year-end period, July 1, 2020-June 30, 2021. Continued discussion regarding format, headings, etc. on some items. Report will be amended and re-issued. Adams led a discussion regarding status of the OPL bank accounts. Adams also suggested switching the OPL credit card to an Amazon-issued card to take advantage of cash-back and other benefits. Ryan said she would take care of this.

Adams discussed PPP Loan forgiveness procedures. Ryan reported that paperwork has not been issued by NBT.

Discussion of the June-July expenditures.

MOTION: To approve the June-July expenditures of New Facilities \$9410.17, Operating Account \$14,782.24 in the usual manner. Moved Albaugh, Second Wojciechowski. Approved.

Director’s Report: Ryan called three tree services to deal with the dead trees and additional trimming. She received quotes from two firms. She was directed to hire Helmer Tree Service, low bid, to perform this service for \$2250. REM still working on security system installation. Discussion among MidYork Directors regarding holiday closing...Ryan decided we will be closed Federal holidays. Hot Spots available for loan will be switched from Verizon to T-Mobile. Less expensive, better coverage. Starting a Passport Program. Summer Reading Program: Wilber reported good response, high participation. Tai Chi program has been going well, along with yoga. Community Room bookings are up. USDA close-out items: cane detection for the blind needed at drinking fountain; restrooms need protective piping under sinks; some damaged ceiling tiles need to be replaced; “push” on doors is too heavy, need to be adjusted; coat rack for wheelchair-bound patrons needs to be installed; slope of one of the outside sidewalks is too high and needs to be redone. These items have all been reported to Julia

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Marshall, architect. Procedures for addressing these items will be forthcoming. Research continuing on roof problems. Grant application for amphitheater is near completion.

Reports of Standing Committees: None

Anniversary Celebration Event Report: Albaugh reported that plans are moving along for the October 2 event. Monk Rowe and Jeff the Magician have been hired. There will be a tent, food, and tours of the OPL. We will ask the Oneida Library Foundation to fund the event.

Unfinished Business: Final Form E Modifications: still pending, will need Board resolution to resolve.

Discussion of Performance Evaluation tools. Kinsella asked for feeling from board regarding sample he generated. Work will continue on this. Time will be scheduled to work on Strategic Planning.

Exposure Prevention Status: Ryan completed the policy and it is on file.

Ryan reported that Open Meeting Laws have reverted to pre-Covid rules, i.e. virtual attendees do not count toward quorum and may not vote.

Announcements:

Next Regular Meeting Date: August 23, 2021, 9:00 AM. Strategic Planning Session also that day, so meeting will last several hours.

Motion to adjourn: White moved, Kaiser seconded. Carried. Meeting adjourned at 11:10 AM.

Respectfully Submitted,

Patricia K. Albaugh, Secretary
