

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
MAY 6, 2015**

Trustees present: Dodge, Spadafore, Spado, Dunstone, Alessio, and Bowers.

Excused: Ward

Staff: Golden, Director; Hopper, Clerk to the Board in training

Others: Glenna Wisniewski, Assistant Director; Robin Davis, Personnel Analyst; Yvette Hewitt; Secretary to the Director, Elizabeth O'Toole, President CSEA Union

PUBLIC HEARING

President Dodge called the Public Hearing to order at 6:30 p.m.

The purpose of the Public Hearing allowed the public to have an opportunity to discuss the expenditure of Library funds for the fiscal year 2015-2016 and the budgeting thereof. The expenditure amount being voted on is \$3,846,900.

There were no questions or concerns from those in attendance.

Spadafore made a motion and Dunstone seconded to close the Public Hearing. All were in favor.

Dodge closed the Hearing at 6:31 p.m.

REGULAR MEETING

A. CALL TO ORDER

President Dodge called the regular meeting to order at 6:31 p.m.

B. SALUTATION TO THE FLAG

C. Correspondence circulated amongst the Board

- Terrorism Risk Insurance Program Reauthorization Act Disclosure Endorsement (TRIA) of 2015. The library's insurance policy now includes TRIA. There is no change to policy language or premium.

- Dividend return check in the amount of \$2,518.35 to the library. The dividend is for the 2013 Package Policy.

- Donations to the library totaling \$155.00. Memorial donation was received for \$50.00.

- Letter from the Central New York Community Foundation authorizing a grant to Liverpool Public Library in the amount of \$15,473.56 from the Alfred W. Richberg Fund. The grant is to be utilized for Student Services at the library.

D. AGENDA CHANGE: No changes

E. CONSENT AGENDA

1. Approval of April 1, 2015 Regular Board Meeting Minutes

2. Approval of Monthly Bills for April

3. Transfers

Spado moved and Dunstone seconded to approve the Consent Agenda. All were in favor.

F. REPORTS TO THE BOARD

1. Staff Introductions

- Robin Davis, newly appointed Personnel Analyst shared her enthusiasm to be joining the Administrative Team of the library. Davis explained her Human Resource educations, experience, and affiliations with HR professional groups.

- Glenna Wisniewski, newly appointed Assistant Director was very happy to be appointed to the position and looking forward to the challenges.

2. Treasurer's report: Dunstone reported on the library's financial status based on expenditure and revenue reports through April 30, 2015.

3. President's report:

- Attended the reception on April 14th honoring the library's 2014 award recipients for Service and Dolores (DT) Turcotte Customer Service award.
- Attended the premiere of Liverpool Legends on Policing Onondaga Lake.
- No petitions were received by the school district for the open trustee seat. Discussion followed regarding the need to appoint someone to fill the vacancy unless there is a qualified write-in on the ballot.

4. Director's report:

- Golden presented a Powerpoint slide show from the Boston Public Library. The slides highlighted its public space, which allowed the Board to get a sense of the aesthetics the library staff is working towards. This is all part of the director and staff's first floor renovation plans.
- Golden is looking into whether being a participant of Onpass could increase our circulation statistics, and further investigating whether not participating is contributing to the decline in those statistics. Golden is hearing complaints from patrons that the library does not participate in OnPass, but charges \$35 for out of system borrowers. Discussion followed regarding the drop in circulation statistics that is being felt throughout the member libraries.
- The library received notice that it will be receiving money from the Richberg Fund (as mentioned under correspondence). Golden is reviewing staff proposals for the use of this money.
- The library received \$1500 dollars from Senator John DeFrancisco Library Cultural Programming Grant. It will be used for the Fall Concert Series.
- Over the last two months the lobby booksale has generated an increased amount of revenue for the library.
- Golden distributed a brief summary of his goals for the library. He is also continuing to work on the Long Range Plans.

4. OCPL/Advisory Board: Dodge reported on the April OCPL Board Meeting.

G. ITEMS FOR DISCUSSION AND ACTION

1. Public Hearing Comments

There were no comments from the public.

2. Summer Reading Program Fine Amnesty

To remove barriers to the use of libraries for those who have accrued fines, and to promote the 2015 summer reading clubs, Liverpool Public Library will offer a fine amnesty for children and teens who participate in the library's summer reading programs.

Anyone enrolled and participating in the summer reading programs may have up to \$20.00 in Liverpool Library fines waived upon successful proof of participation as determined by the procedures promulgated by the Director or designee.

Charges for lost items that have not been returned, or charges for damaged materials, are not affected by the amnesty offer. This program begins June 24 and continues through August 15, 2015. The amnesty program terminates after August 15, 2015.

Bowers made a motion and Spado seconded to approve the Summer Reading Fine Amnesty for 2015. All were in favor.

3. Surplus list of obsolete furniture and equipment

The Board received a list of surplus furniture and equipment. The equipment is obsolete and no longer repairable. The map case that is surplus is being donated to the Erie Canal Museum. Spadafore moved and Spado seconded to approve the surplus list as submitted. All were in favor.

4. Policies for First Reading

Privacy Policy (no suggested changes to current policy)

Spadafore made a motion and Dunstone seconded to approve the Privacy Policy for first reading. Discussion followed with a concern that there was nothing new or additional involving privacy issues that needed to be covered in this policy. Golden assured the Board that all issues were adequately covered and current. The motion was approved by all.

Corporate Sponsorships & Affiliate Agreement (no suggested changes to current policy)

Spadafore made a motion and Spado seconded to approve the Corporate Policy for first reading. No discussion. All were in favor.

H. OPEN FORUM:

- Y. Hewitt announced that the Willow Museum on Second Street next to the Gleason Mansion will be holding a Historical Yard Emporium. Local history groups will display their materials and gift shop items on May 9.
- Spadafore announced that also on May 9 there is a Letter Carriers' food drive.

I. BOARD FORUM:

Dunstone reminded all present to vote on May 19th. Dodge will answer any questions regarding the vacant trustee position.

J. ADJOURNMENT

Spadafore made a motion and Bowers seconded to adjourn the meeting. Dodge adjourned the meeting at 7:21 p.m.

Respectfully submitted,

Martha Hopper
Clerk to the Board of Trustees (in training)