

**MINUTES  
REGULAR MEETING  
LIVERPOOL PUBLIC LIBRARY  
NOVEMBER 5, 2014**

**Trustees present: Dodge, Spadafore, Dunstone, Alessio, Ward, and Bowers**

**Excused: Spado**

**Staff: Golden, Director; Morgan, Clerk to the Board**

**Staff members: Hewitt, Napier, Wisniewski**

**Other: Karen Ingeman**

**REGULAR MEETING**

**A. CALL TO ORDER**

President Dodge called the regular meeting to order at 6:30p.m.

**B. SALUTATION TO THE FLAG.**

**C. CORRESPONDENCE:** circulated amongst the Board

- congratulatory letters to Golden from Al Stirpe, NYS Assemblyman, State Senator John DeFrancisco, and Jeremy Johannesen, NYLA's Executive Director for being named Director of the Liverpool Public Library

- donation of \$700 from the Liverpool Community Chorus to the library with a follow-up thank you card from Golden

- thank you letter from Carol Lamb, Committee Member from Delta Kappa Gamma International Society for Key Women Educators who attended a meeting at the library. She acknowledged the library as being a great facility.

- receipt of a check awarded to the library for \$2000 from CLRC for the RBDB Grant

- CNY Community Foundation's publication October/November issue

**D. AGENDA CHANGES:** no changes

**E. CONSENT AGENDA**

1. Approval of October 8, 2014 Regular Board Meeting Minutes

2. Approval of Monthly Bills for October

3. Transfers

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

**F. REPORTS TO THE BOARD**

1. Treasurer's report: Dunstone reported on the library's financial status based on October 31 Expenditure and Revenue Reports.

2. Staff report: Wisniewski reported on her department. She demonstrated via Power Point the blending of youth, adult, teen, and programming services working under one department called CATS. The result is a unique collaboration of services and teamwork. The director emphasized the great accomplishments he has seen with this new department.

3. President's report: Dodge reminded everyone of the welcoming reception being held for the director on Friday, November 14 from 3:00 to 5:30 at the library in the Carman Community Room.

4. Director's report:

- Suggestions are being received from the staff on future reorganization plans for the first floor.

- Wood burning issue involving a near-by local business. It is being looked at in cooperation with and assistance from the Village Code Enforcer.

- The Board received a suggested list of items being considered with the use of fund balance. The Board approved the list in concept and requested more detail with specific quotes for costs and timelines. It will be revisited at a future Board Meeting.

- Golden informed the Board that he was starting the process for initiating a new Friends group

- Golden listed the dates in November he has plans to attend local town and village board meetings.

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

## G. ITEMS FOR DISCUSSION AND ACTION

### 1. Policies for First Reading: tabled from the October Board Meeting

#### Code of Ethics/Conflict of Interest

Spadafore made a motion and Bowers seconded to approve the Code of Ethics/Conflict of Interest policy for First Reading. No discussion. All were in favor. The policy will be reviewed for second reading and final adoption at the December Board Meeting.

#### Whistleblower Policy

Ward made a motion and Dunstone seconded to approve the Whistleblower policy for First Reading. No discussion. All were in favor. The policy will be reviewed for second reading and final adoption at the December Board Meeting.

### 2. Preliminary budget discussion for 2015-2016

Discussion followed on the implementation plans for budget preparation for the 2015-2016 fiscal year. Golden and Morgan will be meeting with the Coordinators to discuss the various expenditure lines each are responsible for.

## H. OPEN FORUM: Napier, speaking as the CSEA Union President mentioned the following:

- Labor/Management Meetings going very well.
- No evidence of morale issues and more departmental enthusiasm
- Strong points of the librarian I's noting a salary concern over those in the title of Librarian I

Wisniewski was pleased that the Board considered continuing education a priority for the staff. She informed the Board of a requirement involving the certification of public librarians passed by The New York State Board of Regents. The requirement states that public librarian professional certificates issued as of January 1, 2010, and thereafter will only remain valid when 60 hours of professional development are completed every five-year period. Such periods will be defined as every five years from the initial certificate date.

## I. BOARD FORUM: Spadafore asked about the Chorus's check,

## J. ADJOURNMENT

Ward made a motion and Dunstone seconded to adjourn the meeting. All were in favor. Dodge adjourned the meeting at 7:53 p.m.

Respectfully submitted,



Dorothy Morgan  
Clerk to the Board of Trustees