



MINUTES
BOARD OF TRUSTEES MEETING
March 13, 2024
Carman Community Room

Trustees present: Budmen, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin, Wood
Staff: S. Reckhow, Director; A. Borelli, Assistant Director; S. Smith, Business Manager;
C. Reynolds, Clerk to the Board

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG

C. ACCEPT FEBRUARY MEETING MINUTES

D. CORRESPONDENCE: none

E. AGENDA CHANGES: No staff report

F. REPORTS TO THE BOARD

1. Staff Report- none

2. Financial Report

- The Board received the Revenue Status Report and Budget Status Reports electronically through February 2024 prior to the meeting.
- Bank Statements through December 2023 with balance reconciliations from LCSD were received and reviewed by the Library's Business office. The bank statements are received by the District Treasurer and reconciled by the School District Account Clerk. All statements are available if called on for Board review. The December 2023 District Treasurers report is available for review.
- The Independent Claims Auditor reviewed each invoice for the period of February 15, 2024, through March 13, 2024.
- Approval of transfers
Hluchyj made a motion to authorize budget transfers and payment of the audited invoices second by Budmen.

Aye: Budmen, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.

Final Resolution: Motion Carried

3. President's Report: no report

4. Director's Report

- LPL hosted a very successful program, Mechanical Energetics Camp. This camp was made possible by funding from 2023's Richberg Grant and a \$800 donation from CSpeed Engineering.
- The annual Volunteer Appreciation Party was held to thank our volunteers for all their support.
- Youth and Family Services Coordinator, Murry received a Literacy Champion Grant from the Literacy Coalition of Onondaga County. This grant will help expand the LPL book buddy program in partnership with the Liverpool Central School District.
- The Business Office has been busy with lots of recruitments as LPL says farewell to three exceptional librarians.
- Retired Onondaga County Sheriff's Lieutenant, Jon Anderson hosts presentations on Situational Awareness and De escalation for LPL staff members.

5. OCPL Report: no report

6. Trustee Advisory Council: no report

7. Strategic Planning:

- The consultant led thorough small group exercises with staff and board members
- Board and staff retreat sessions went well and provided valuable input and feedback on the vision and goals for LPL.

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

	Name	Position	Salary	Effective Date
Change	Russo, Olivia	Library Clerk I P/T – Library Clerk I PTAN	\$15.34/hr.	02/25/2024
Change	Gatchell, Joseph	Security Guard P/T- Security Guard F/T	\$17.28/hr.	02/26/2024
Appointment	Rurup, William	Custodial Worker I	\$16.96/hr.	03/22/2024
Appointment	Pettitt, Thomas	Librarian I	\$46,000	03/26/2024
Resignation	Adydan, Emily	Librarian Clerk I	\$15.34/hr.	03/19/2024
Termination	Dow, Douglas	Custodial Worker I	\$16.96/hr.	03/12/2024

Motion by Mainville to accept the Personnel Changes as presented second by McLaughlin.
 Aye: Budmen, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.
 Final Resolution: Motion Carried

2. Grievance Procedure for first reading

Motion to approve the policy for first reading by McLaughlin second by Hewitt.
 Aye: Budmen, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.
 Final Resolution: Motion Carried

3. Library Director Evaluation

- Gouger and Hluchyi to schedule date of evaluation

4. NYS Annual Report for Public and Association Libraries

Motion by Budmen to accept the 2023 annual report as presented, second by Hluchyi
 Aye: Budmen, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.
 Final Resolution: Motion Carried

5. Director’s 2024-2025 Budget- Final Draft

The final draft of the 2024-2025 budget was discussed. Budmen commented that it is a reasonable and logical budget.
 Motion to approve the Director’s 2024-2025 budget by Hluchyi, second by McLaughlin.
 Aye: Budmen, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.
 Final Resolution: Motion Carried

H. OPEN FORUM: no comments

I. BOARD FORUM:

- Budmen commented on how wonderful it was to hear Irish music at the library

J. EXECUTIVE SESSION:

Gouger stated the need for an executive session to discuss a legal matter with no action to follow. Hewitt made a motion, Mainville seconded to move into executive session at 7:05 p.m. for the previously stated matter.

Aye: Budmen, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.

Final Resolution: Motion Carried

Reckhow and Smith were asked to attend.

Mainville made a motion to return from executive session at 8:05 p.m. seconded by Hewitt.

Aye: Budmen, Hewitt, Hluchyj, Mainville, McLaughlin, Wood.

Final Resolution: Motion Carried

K. ADJOURNMENT: The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Colette Reynolds

Colette Reynolds, Clerk to the Board