

**MINUTES  
REGULAR MEETING  
LIVERPOOL PUBLIC LIBRARY  
DECEMBER 2, 2015**

**Trustees present: Dodge, Spadafore, Dunstone, Alessio, and MacLaughlin.**

**Excused: Bowers and Spado**

**Staff: G. Wisniewski, Director; D. Morgan, Clerk to the Board**

**Others: Staff and Guests**

**REGULAR MEETING**

**A. CALL TO ORDER**

President Dodge called the regular meeting to order at 6:32 p.m.

**B SALUTE TO THE FLAG**

**C. CORRESPONDENCE:**

- The Rivette Lamanna Care Age Fund made a grant of \$250.00 to the library fund at the Central New York Community Foundation.
- Thank you letter from NYS Department of Taxation and Finance for agreeing to host a Facilitated Self-Assistance tax preparation site during the 2016 income tax filing season.

**D. AGENDA CHANGES:** Dodge requested an agenda change to allow David Bendekovic's presentation to be held prior to the Consent Agenda. No objections were noted.

David Bendekovic specializes in library leadership development. He was invited by the Board to make a presentation on community driven strategic planning, thinking, and direction processes highlighting specific areas of focus. Kathryn Spier-Miller who works with Bendekovic was also in attendance.

**E. CONSENT AGENDA**

1. Approval of November 4, 2015 Regular Board Meeting Minutes

2. Approval of Monthly Bills for November.

Dunstone made a motion and Spadafore seconded to approve the Consent Agenda. All were in favor

**F. REPORTS TO THE BOARD**

1. Introduction of new Administrative Aide. The Board welcomed Martina St. Leger. She will work as the Secretary to the Director and assume clerk to the Board responsibilities.

2. Treasurer's report: The Board received copies of the expenditure and revenue reports that showed expenses through November. Dunstone reported on the library's financial status as reflected in these reports.

3. President's report: Dodge reported on the meeting that was held at the library with Mark Potter, LCSD Superintendent and Patricia Rosier, President of the LCSD Board of Education. Wisniewski and Morgan were in attendance along with trustees Dodge, Dunstone, and MacLaughlin.

4. Director's report: In addition to the written report

- the Board received the updated 2015 Handbook for Library Trustees of New York State
- monthly circulation statistics for November were up 3%
- Overdrive check outs were increased from 5 to 10.
- lobby books sales were up again in November.
- First Black Friday sale on November 27th was very successful involving 50% off overdue book fines and buy one book in the lobby get one free book

- Patron donated \$50 to the library in acknowledgement of the great selection in movies
- memorial donations are up to \$1250 for Robert Palmer
- status on Strategic Alliance Plans
- Laurel Sharp has been working with the LCSD's librarians about using Every Child Ready to Read materials and planning the 1000 Books Before Kindergarten program
- Mark Spadafore has arranged for Assemblywoman Pamela Hunter to meet the Director and trustees on December 15
- Wisniewski is on the committee for OCPL System's Plan of Service.
- Legislative Breakfast will be held on Friday, December 4 at St. Joseph's School of Nursing Library.
- Budget discussions continue with Coordinators.

5. OCPL/Advisory Board Meeting: Dodge reports:

Dodge emailed the OCPL October Board Minutes. He was not in attendance at the November meeting.

## G. ITEMS FOR DISCUSSION AND ACTION

### 1. Preliminary Budget Discussion for fiscal year 2016/2017

Discussion followed on the 2016/2017 budget. Emphasis was placed on the overall tax levy, the impact of the strategic plans, impact on health premiums and retirement projections. The Board was in consensus that the Director should stay the course, keep the budget controlled, and stay within a 2% or lower tax levy.

H. OPEN FORUM: No report

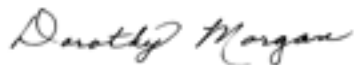
I. BOARD FORUM: The Board was pleased to hear the positive reaction from staff that were in attendance during Bendekovic's presentation.

## J. ADJOURNMENT

Spadafore made a motion and MacLaughlin seconded to adjourn the meeting.

Dodge adjourned the meeting at 8:20 p.m.

Respectfully submitted,



Dorothy Morgan, Clerk to the Board