

**MINUTES  
REGULAR MEETING  
LIVERPOOL PUBLIC LIBRARY  
April 13, 2016**

**Trustees present: Spadafore, Alessio, Spado, and MacLaughlin.  
Excused: Dodge, Dunstone and Bowers  
Staff: G. Wisniewski, Director; M. St.Leger, Clerk to the Board  
Others: Staff**

**REGULAR MEETING**

**A. CALL TO ORDER**

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

**B. SALUTE TO THE FLAG**

**C. CORRESPONDENCE:** none

**D. AGENDA CHANGES:** none

**E. CONSENT AGENDA**

1. Approval of March 2, 2016 Regular Board Meeting Minutes
2. Approval of Monthly Bills for March.
3. Transfers

Alessio made a motion and MacLaughlin seconded to approve the Consent Agenda. All were in favor

**F. REPORTS TO THE BOARD**

**1. Staff Report: Laurel Griffith**

Griffith presented a report to the board highlighting her responsibilities as the Outreach Librarian. Griffith is happy with the types of programs she gets to do, and hopes to not only bring more patrons into the library, but bring the library out to the patrons. Griffith has goals to create partnerships that will lead to new programs that will meet the needs of our patrons. The Board acknowledged and appreciated Griffith's enthusiasm.

**2. Treasurer's Report: none**

**3. President's Report: none**

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

- Edina Osmanovic, a Clerk I for the past 3 years, was the recipient of the Dolores Turcotte award. Osmanovic is friendly, knowledgeable, very helpful to new employees, and epitomizes what the DT award is supposed to represent.
- The Lobby Book sale brought in \$2,406.20 in March, while the wishing well had \$52.27. The gift shop total was \$132.35 and donations which includes movie donations earned \$151.61. Adult coloring books are now on sale in our gift shop. We received a \$100 donation from the CNY Romance Writers Club.
- Replacement window heating units have been installed in the three offices most affected by the smoke issue. The next goal is to replace the remaining units.
- Towlson has been working with Syracuse Design group on our new website. A mockup of the new website has been laid out, and a site map should be completed in the near future.
- Second Street entrance update:
  - LCSD is working with an architect on some options. Installation of a heated sidewalk at the Second Street entrance is still under consideration.
- Wisniewski thanked the Board for their support in sending four staff members to the Public Library Association conference in Denver. The theme this year was 'Be Extraordinary.' Each staff member who went to PLA will be writing a report. The board asked to receive the reports at the next meeting.
- Staff development day is Wednesday, April 20<sup>th</sup> and the Board are invited to attend. Wisniewski informed the board of the agenda for the day which includes a morning session on strategic planning and an afternoon session focused on wellness.

- Longevity awards were given out to ten employees in recognition of 10, 15, 20, 25, and 35 years of service.
- Wisniewski discussed some project ideas that will be submitted to the board at a later date. The board recommended following up with Assemblywoman Hunter regarding the Book Bike
- MacLaughlin asked for some clarification regarding the Strategic Planning timeline.

5. OCPL Report/Advisory Board: no report.

#### G. ITEMS FOR DISCUSSION AND ACTION

1. Inventory Policy: 2<sup>nd</sup> Reading

Spado made a motion and MacLaughlin seconded to approve the policy for second reading and final adoption. All were in favor

2. Summer Reading Program Fine Amnesty

The summer reading program fine amnesty will begin June 22 and terminates August 14, 2016. Full details were provided to the board.

MacLaughlin made a motion and Spado seconded to approve to fine amnesty. All were in favor

3. July 4, 2016 Board Meeting:

Alessio made a motion and MacLaughlin seconded to approve changing the date of the July 6, 2016 Board meeting to the following Wednesday, July 13, 2016. All were in favor; motion carried.

4. Director's Budget Proposal:

Final version of the budget was presented with a tax impact of 0.12%. Discussion followed.

MacLaughlin made a motion to approve the budget, Spado seconded All were in favor; motion carried.

Bowers and Dodge could not attend the meeting, but both expressed their approval of the budget to Vice-President Spadafore. Spadafore thanked Wisniewski, Morgan and staff for their hard work in putting the budget together.

H. OPEN FORUM: none

I. BOARD FORUM: none

#### J. ADJOURNMENT

MacLaughlin made a motion to adjourn the meeting. Spadafore adjourned the meeting at 7:25 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board