



MINUTES
BOARD OF TRUSTEES MEETING
April 13, 2022
Carman Community Room

Trustees present: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley
Staff: G. Wisniewski, Director; S. Reckhow, Asst Director; S. Smith, Business Manager;
M. St.Leger, Clerk to the Board, M. Bialczak, Comm. Specialist

REGULAR MEETING

- A. CALL TO ORDER: President Budmen called the meeting to order at 6:30 p.m.
- B. SALUTE TO THE FLAG
- C. ACCEPT MARCH MEETING MINUTES
- D. CORRESPONDENCE: none
- E. AGENDA CHANGES: none
- F. REPORTS TO THE BOARD
 1. Staff report – Amanda Riccardo

Amanda Riccardo recently became a full time Librarian I in the Children and Family Services Dept. Riccardo has been a lifelong Liverpool resident who visited LPL as a child. Gouger remarked that her children attended a program the previous Saturday and Riccardo did a great job.
 2. Financial Report
 - The Board received the Budget Status Reports through March 2022. These reports were previously distributed electronically.
 - Bank Statements through January 2022 with balance reconciliations from LCSD were received and reviewed by the library’s business office. The bank statements from Chase and Key are received by LCSD District Treasurer with the reconciliations being done by LCSD Account Clerk. The statements were on hand if called upon for Board review.
 - The Independent Claims Auditor reviewed each invoice for the period of March 10, 2022, through April 13, 2022. Gouger made a motion to authorize payment of the audited invoices and approve account transfers. Schapley seconded the motion.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried
 3. President’s Report:
 - Budmen asked Reckhow to give an update of the ‘Pool Pass program. Reckhow detailed some issues that were discovered during the launch at Chestnut Hill Middle School. LPL staff on site were able to look at the issue and find solutions. The decision was made to suspend adding elementary students to the ‘Pool Pass until the fall. Budmen stated the incremental rollout worked as intended and complimented Foster, Murry and Reckhow on their problem-solving skills.
 4. Director’s Report
 - The LCSD Fine Arts Department are very happy to have the piano in the newly renovated Auditorium at the Liverpool High School. The piano will be moved in the next month.
 - The LPL Inclusion team looks at accessibility and ways to improve accessibility for all our patrons. The LPL team recently met with staff of the LCSD Special Education department and gave them a tour of the library. The visit was a great success. LPL and LCSD Special Ed Dept are exploring ways to partner during summer programming.
 - LPL is distributing COVID tests courtesy of the LCSD, and Assemblyperson Hunter’s office. Additionally, masks and hand sanitizer are also available to patrons.
 - Information regarding the LPL budget vote will be included in the LCSD School Bell. A separate mailing of the budget information will not be required.
 - 2 Family passes to the Museum of Science and Technology (MOST) will be added to our Library of Things.
 - NYS passed their budget. Money designated for libraries includes Library Aid \$5.5m, Digital Inclusion \$10m, and construction grants remained the same as the previous year.
 5. OCPL Report: OCPL recently approved Fine Free for their library and branches. A few smaller libraries in the system still have fines.

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

RESIGNATION

Name	Position	Effective Date
Daghita, David	Systems Librarian	4/14/2022
Foster, Bonnie	Librarian II	5/7/2022

PROMOTION

Name	Position	Salary	Start Date
Roberts, Angela	Library Clerk III (provisional)	\$20.50 p/h	4/25/2022

APPOINTMENTS

Name	Position	Salary	Start Date
Russo, Olivia	Library Clerk I (PT)	\$13.20 p/h	3/28/2022
Abraham, Naif	Librarian I (PT)	\$21.98 p/h	4/4/2022
Park, Nicole	Library Clerk I (PT)	\$13.20 p/h	4/4/2022

Motion by Baker to accept the Personnel Changes as presented second by McLaughlin.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

1. Surplus List

Fixed Inv. ID	Date Acquired	Item Description	Reason for Surplus
22673	12/12/1985	Yamaha Piano	No longer in use

Motion by Hewitt to accept the Surplus List as presented second by Gouger.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

2. Code of Ethics and Conflict of Interest Policy for First Reading

Motion to approve the policy for first reading by Baker second by Gouger.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

3. Meeting Room Use Policy for First Reading

Motion to approve the policy for first reading by Gouger second by Baker. Discussion followed

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

4. Public Hearing and May BOT Meeting

Gouger made a motion to set the date of the public hearing for the library's 2022-2023 budget followed by the regular monthly meeting May LPL Board of Trustees Meeting as Wednesday, May 4, 2022 at 6:30pm. McLaughlin seconded the motion.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

H. **OPEN FORUM:** Hewitt thanked LPL on behalf of the Village of Liverpool tree Committee for the loan of artificial trees to be used for the Memorial Day parade.

I. **BOARD FORUM:** Budmen encouraged the board and staff to participate in the Memorial Day parade this year. Schapley shared with the board her insights after meeting patrons in the lobby recently. Many were from outside the Liverpool area and had good things to say about the library. Budmen let everyone know that Trustee Hluchyj will be inducted into the NYS Outdoorsman Hall of Fame later this month. Hluchyj said he is humbled by the honor. He has 30 Years of volunteer service which includes time spent as President of the Friends of Carpenter's Brook Fish Hatchery and organizing programs such as the annual Spring Fishing Family events and the Women in Nature program.

J. EXECUTIVE SESSION –

Budmen stated the need for an executive session to discuss a personnel matter related to a particular employee with no action to follow.

Baker made a motion and Hewitt seconded to move into executive session at 7:28 p.m. with no action to follow for the previously stated matter.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

Wisniewski was asked to attend.

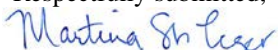
Gouger made a motion to return from executive session at 7:47 p.m., seconded by Baker.

Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, McLaughlin, Schapley.

Final Resolution: Motion Carried

K. **ADJOURNMENT:** The meeting was adjourned at 8:01 p.m.

Respectfully submitted,


Martina St.Leger, Clerk to the Board