



MINUTES
BOARD OF TRUSTEES MEETING
February 1, 2017
Carman Community Room

Trustees present: Dodge, Spadafore, MacLaughlin, Hluchyj, Budmen and Schapley.
Excused: Gutierrez
Staff: G. Wisniewski, Director; M. St. Leger, Clerk to the Board
Others: Staff and community members

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG

C. MOMENT OF SILENCE

President Dodge offered remarks on the recent passing of former Trustee Marlene Ward. Ward was described as a longtime LPL Trustee, the first female Mayor of the Village of Liverpool, and faithfully served numerous other community organizations. Dodge asked for a moment of silence.

D. CORRESPONDENCE:

- Thank note from the family of Marlene Ward
- Thank you letter from Interreligious Food Consortium for the successful food drive held at the library which resulted in 111 pounds of food donated to local pantries.

E. AGENDA CHANGES: NONE

F. CONSENT AGENDA

1. Approval of January 4, 2017 Regular Meeting Minutes
2. Approval of Monthly Bills for January.
Spadafore made a motion and Budmen seconded to approve the Consent Agenda. All were in favor.

G. REPORTS TO THE BOARD

1. Treasurer's Report
 - The board received copies of the expenses and revenues through the end of January. Hluchyj reported on the library's finances as reflected in the reports.
2. President's Report
 - Dodge attended the Ragtime and Joplin program hosted by former Trustee, George Alessio. The program proved to be interesting with some history, some musical education, and Alessio playing some of Scott Joplin's music on the piano.
 - Dodge also attended the recent premiere of the new Liverpool Legends video. Dodge said everyone involved in the video did a great job and the program was good. There are copies of the video circulating in the collection and he encouraged everyone to check out the video if they have a chance. There are copies for sale in the gift shop. The video was a collaboration with the Onondaga Historical Association.
3. Director's Report
 - The Lobby Book sale brought in \$2,120.46 in January, while the wishing well had \$15. The gift shop total was \$123.30 and the donations were \$66.60.

- There were a few programs held after the written report was sent to the board. The premiere of the newest Liverpool Legends video was well received and 95 people were in attendance, including many board members. The video came about as a result of the live ghost walk held last fall. Three of the actors from the video were present at the premiere, and one of them was dressed as their character.
- The library hosted a Preschool fair on Saturday, January 28th. There were 11 area preschools represented, and 75 families attended. The program was very well received.
- A link to the new website was shared with the board. Vice President Spadafore shared some of his observations and suggestions regarding how the website displays on a mobile device. The launch of the new website is set to coincide with the publication of the next program planner.
- Bid requests for the new Nissan van have been posted. The state will send the bids to us within 7-10 days after the bid window closes.
- Preliminary plans were received for the first floor remodel plans were received. Wisniewski and a few staff members met to talk about the proposed ideas. The plans include lower shelving units, a laptop bar, and different seating. While we can't alter the physical space of the building there are a few glass wall quiet study areas in the plan. Seating and study space seem to be the primary needs
- We are in the process of securing bids from three different companies for the network wiring project with a goal to complete the project in April.
- Wisniewski asked the board to revisit the proposed bathroom project that was put on hold last fall. The three public rest rooms are not ADA compliant, and are in need of renovation. It is the desire of the board to bring the bathrooms into ADA compliance, and approved the Director moving forward with the first step of contacting LCSD in order to obtain an SED number.

4. OCPL Report:

- Dodge emailed the board a written report.
- This Governor's budget did not include an increase in library funding this year. NYLA will be advocating for library funding at the annual Library Advocacy Day on March 1, 2017.

H. ITEMS FOR ACTION AND DISCUSSION

1. Surplus Materials

Spadafore made a motion to surplus items and McLaughlin seconded to approve the disposal of surplus materials. All in favor. Motion carries.

2. Staff Development Day Closing

Budmen made a motion and Schapley seconded to approve closing the library all day, Tuesday, April 11 for Staff Development day. All were in favor. Motion carries.

3. ALA Code of Ethics Policy for First Reading

Budmen made a motion and Hluchyj seconded to approve the policy for first reading. All were in favor. Motion carries.

4. ALA Bill of Rights Policy for First Reading

Spadafore made a motion and Schapley seconded to approve the policy for first reading. All were in favor. Motion carries.

5. ALA Freedom to Read Policy for First Reading

Budmen made a motion and Hluchyj seconded to approve the policy for first reading. There was a brief discussion of the policy. All were in favor. Motion carries.

6. ALA Freedom to View Policy for First Reading

MacLaughlin made a motion and Budmen seconded to approve the policy for first reading. All were in favor. Motion carries.

7. Director's Budget Proposal

The board was presented with the second draft of the 2017-18 budget. There was discussion regarding some of the anticipated expenses, and how to best support the goals of the strategic plan while remaining fiscally responsible. Morgan led a discussion of comparing previous years' budgets with actual expenses and how

that information is utilized in preparing the next budget. The board provided positive feedback of the budget as presented.

8. Resolution for Tax Cap Override

MacLaughlin made a motion and Schapley seconded to make the following resolution:

Whereas, the adoption of the 2017-2018 budget for Liverpool Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Liverpool Public Library voted and approved to exceed the tax levy limit for 2017-2018 by at least sixty percent of the board of trustees as required by state law on February 1, 2017.

All were in favor; motion carried.

9. By-Laws of the Board of Trustees

MacLaughlin made a motion and Schapley seconded to adopt the amendment to the bylaws (attached). All were in favor. Motion carries.

I. OPEN FORUM: Mark Bialczak and the Board briefly discussed the new website as viewed on a mobile device.

J. BOARD FORUM: President Dodge stated he is unable to attend the March 1st meeting. Dodge then shared with the board that he will not be running for another term on the LPL Board. Dodge's term expires on June 30th and he will complete his current term. Dodge has served 11 years, and feels he is leaving the board in very good hands. Spadafore and Dodge shared the story of how Dodge came to serve on the board. We thank President Dodge for his many years of service to Liverpool Public Library; he will be missed.

K. EXECUTIVE SESSION

Dodge stated the Board has need to enter into executive session for the purpose of discussing legal matters.

Schapley made a motion,

Spadafore seconded to enter into executive session at 7:39pm. with no action to follow.

Morgan and Wisniewski were asked to stay.

Spadafore made a motion and

Hluchyj seconded to leave executive session at 8:08pm.

L. ADJOURNMENT

Budmen made a motion and Schapley seconded to adjourn. Dodge adjourned the meeting at 8:09 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board

ARTICLE VIII

Indemnification and Insurance

Section 1. Indemnification

The Library shall indemnify, to the fullest extent permissible under Public Officers Law § 18, any person, and the heirs and personal representatives of such person, against any and all judgments, fines, amounts paid in settlement and reasonable expenses, including attorneys' fees, actually and necessarily incurred by or imposed upon such person, or in connection with, or resulting from any claim, action, suit or proceeding, whether civil or criminal, in which such person is a party or is threatened to be made a party by reason of such person being or having been a Trustee, officer, employee or agent of the Library, or by reason of such person being or having been an administrator or a member of any board or committee of the Library or of any such other organization, including, but not limited to, any administrator, board or committee related to any employee benefit plan.

To the fullest extent permissible under the law, the Library may advance expenses incurred in defending a civil or criminal action, suit or proceeding to any such Trustee, officer, employee or agent upon receipt of any undertaking by or on behalf of the Trustee, officer, employee or agent to repay such amount, if it shall ultimately be determined that such person is not entitled to indemnification by the Library. The foregoing right of indemnification and advancement of expenses shall in no way be exclusive of any other rights of indemnification to which any such person may be entitled, under any bylaw, agreement, vote of Trustees or otherwise, and shall inure to the benefit of the heirs and personal representatives of such person. Any repeal or amendment of this Section shall be prospective only and shall not adversely affect any right of protection of a person with respect to any act or omission occurring prior to the time of such repeal or modification.

No indemnification shall be made to or on behalf of a Trustee, officer, employee or agent of the Library if a judgment or other final adjudication adverse to the Trustee, officer, employee, or agent of the Library establishes that his or her acts were committed in bad faith or were the result of active or deliberate dishonesty and were material to the cause of action so adjudicated, or that he or she personally gained in fact a financial profit or other advantage to which he or she was not legally entitled.

Section 2. Insurance

The Library may purchase and maintain insurance on behalf of any person who is or was a Trustee, officer, employee or agent of the Library, against any liability asserted against such person and incurred by such person in any such capacity, or arising out of the person's status as such, whether or not the Library would have the power to indemnify such person against such liability under Public Officers Law § 18.