



MINUTES
BOARD OF TRUSTEES MEETING
May 2, 2018
Carman Community Room

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

PUBLIC HEARING:

President Spadafore called the Public Hearing to order at 6:30 p.m. The expenditure of Library funds being voted on for fiscal year 2018-2019 is \$4,067,900.

Schapley made a motion to close the Public Hearing, Budmen seconded. All were in favor.

REGULAR MEETING

A. CALL TO ORDER

President Spadafore called the regular meeting to order at 6:33 p.m.

B. SALUTE TO THE FLAG

C. CORRESPONDENCE: Letter from Utica National with details of a dividend disbursement.

D. AGENDA CHANGES: none

E. CONSENT AGENDA

1. Approval of April 4, 2018 Regular Meeting Minutes
2. Approval of Monthly Bills for April
3. Transfers

Gutierrez made a motion and Hewitt seconded to approve the Consent Agenda. All were in favor.

F. REPORTS TO THE BOARD

1. Staff Report – Valerie Knoop

Valerie Knoop is a Librarian Assistant in the Community Engagement department who loves books and loves to read. She shared with the board her background and qualifications. Knoop described LPL as place where she always wanted to work, and is very happy to be here. Knoop shared a comment from a participant in a recent program at Park Rose. The resident enjoyed the program very much and said they have not had this much fun or laughed so hard in a long time.

2. Treasurer's Report

- The board received copies of the expenses and revenues through the end of April. Morgan reported on the library's finances as reflected in the reports. There was a conversation with Morgan and the Board regarding estimated financials through the end of the fiscal year.
- Copies of the completed Annual Updated Document (AUD) were distributed to the board.

3. President's Report

- Spadafore passed around a book, "80's Redux: Your Favorite Musicians Today," written by one of his Liverpool High School classmates, Mark Hipple. Spadafore is donating the book to the library collection.
- Spadafore thanked the board for their work on the budget. He further stated the work the board does is appreciated in the community. The tone set by the board provides support to library staff to continue their mission of enriching the community.

4. Director's Report

- The Lobby Book sale brought in \$2,072.65 in April. The wishing well contained \$43.61 and there was \$256.93 in the donation box. Patrons attending movies donated \$44.72 while the gift shop brought in \$101.85. Passport Photos earned \$160.00.

- The spring program guide was mailed to every home on the district. We have received \$325 in donations to the library in response to a section in the newsletter on how to support the library.
- Installation of the lockdown system has begun, and should be finished by the end of the week.
- We have two sessions of CRASE (active shooter) training scheduled in May. The training is 3 hours long and the board are welcome to attend either session.
- Staff met with LSCD Safety Officer, Susan Walker, and Liverpool Fire Marshal, Craig Griffin, to review the library's emergency plan. The meeting went very well, and we received a few very good suggestions.
- The library will begin circulating Empire State Passes as a Lucky Day item. The Empire State Pass will allow free entry into any NYS Park. Onondaga County Parks Commissioner, Bill Lansley will be meeting with County Executive Joanie Mahoney to present the idea of making Onondaga County Parks passes available for circulation. We would like to start with Beaver Lake Nature Center, Oneida Shores and Jamesville Beach.
- We are preparing for Geek Squad Academy in July. Signups will open soon.
- LPL has been awarded a grant for the Great American Read program. The program is an 8-part PBS series which begins May 22, and runs through October 23. LPL was one of 50 libraries selected from 223 applications to receive a \$2000 cash grant for program support.
- While working through the book delivery issues, and reading through the Memorandum of Understanding (MOU) with OCPL, it was recently discovered there is a committee that is supposed to meet a minimum of twice a year. The committee consists of the OCPL Director, Member Directors, two OCPL Trustees, and two member library Trustees. At the next OCPL board meeting the topic will be brought up to seek interest from board members.
- We met with a representative of Creative Library Concepts to go over some of the ideas presented by Ashley McGraw. We are due for another meeting with Ashley McGraw regarding the concepts presented and the next steps.

5. OCPL Report:

- The Board of Trustees passed a resolution to name the first-floor meeting room in honor of Elizabeth Dailey.
- The Executive Director of the Friends of Central Library has resigned.

G. ITEMS FOR ACTION AND DISCUSSION

1. Privacy Policy for Second Reading and Final Approval

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

2. Personnel

No changes

3. June 6, 2018 Board of Trustees Meeting

Schapley made a motion and Hluchyj seconded to move the June Board of Trustees Meeting to June 14 at 6:30pm in the Sargent Meeting Room. All were in favor. Motion carries.

H. OPEN FORUM: no comments

I. BOARD FORUM: no comments

J. EXECUTIVE SESSION

Spadafore stated the Board has need for an executive session for the purpose of discussing legal matters.

Hewitt made a motion, Shapley seconded to enter into executive session at 7:07pm. with no action to follow.

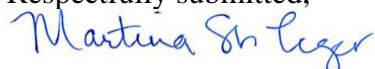
Morgan, and Wisniewski were asked to stay.

Schapley made a motion and Gutierrez seconded to leave executive session at 7:30pm.

K. ADJOURNMENT

Hewitt made a motion and Hluchyj seconded to adjourn. Spadafore adjourned the meeting at 8:04 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board