



MINUTES
BOARD OF TRUSTEES MEETING
May 3, 2023
Carman Community Room

Trustees present: Budmen, Baker, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin.
Staff: S. Reckhow, Director; S. Smith, Business Manager; M. St.Leger, Clerk to the Board.

PUBLIC HEARING:

President Gouger called the Public Hearing to order at 6:30 p.m.

The Liverpool Public Library budget that has been approved by the Board of Trustees and put before the voters of the Liverpool Central School District for fiscal year 2023-2024 is \$4,361,000. Discussion followed.

The public hearing was closed at 6:43pm

REGULAR MEETING

- A. **CALL TO ORDER:** President Gouger called the meeting to order at 6:44 p.m.
- B. **SALUTE TO THE FLAG**
- C. **ACCEPT APRIL MEETING MINUTES**
- D. **CORRESPONDENCE:**
 - Thank you note from Theresa May, Diocese of Syracuse, for hosting a screening of “The Letter: A Message to our Earth”
 - Thank you card for the Trustees from Mary Schapley
- E. **AGENDA CHANGES:** none
- F. **REPORTS TO THE BOARD**
 1. **Financial Report**
 - The Board received the Budget Status Reports through April 2023 electronically prior to the meeting.
 - Bank Statements through March 2023 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 April 13, 2023, through May 3, 2023.
Hluchyj made a motion to authorize payment of the audited invoices and approve account transfers. Budmen seconded the motion.
Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin.
Final Resolution: Motion Carried
Budmen made a motion to approve opening an Amazon business account with a \$15,000 credit limit. Mainville seconded the motion.
Aye: Budmen, Baker, Gouger, Hewitt, Hluchyj, Mainville, McLaughlin.
Final Resolution: Motion Carried
 2. **President’s Report:** The LCSD School Bell, which includes LPL’s budget flyer, has been delivered to homes in the district. LCSD will hold their public hearing tomorrow evening, May 4.
 3. **Director’s Report**
 - The 2023 Bresnahan Award was the highlight of the month and was a wonderful celebration.
 - Reckhow updated the board on working with LCSD’s Ziegler. One goal is cooperative programming between LPL and LCSD for the summer months.
 - LPL is offering a new database, LOTE4Kids, which stands for Languages Other Than English. The database is meant to compliment what LCSD is offering students. Picture books are available in a variety of languages.
 - Representatives from LPL attended the Purple Up Family Engagement day at the High School which is an event to honor and appreciate military families.
 - Community Engagement staff recently visited Clayton Manor Apartments where residents were very welcoming as some have limited transportation.
 - The Syracuse Metropolitan Transportation Council held an Exploring Tomorrow’s Transit (ETT) open house at LPL. The council is exploring the future needs of Centro in Onondaga County. Reckhow found their presentation extremely interesting. LPL will be meeting with a representative to discuss ideas for collaboration.
 - There was a brief discussion on the Strategic Plan Request for Proposals and the desired timeline of the project.
 - Reckhow shared information about Alissa Borelli who has been hired as a Librarian III and joins the staff at the end of the month.

4. OCPL Report: OCPL has canvassed to fill the position of Coordinator for Member Services which was recently vacated.

5. Trustee Advisory Council:

- The council continues to meet, but is in a transition period due to recent staff changes at OCPL.

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

APPOINTMENTS

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Borelli, Alissa	Librarian III	\$35.16 p/h	5/29/2023

PROMOTION

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Reilly, Meaghan	Literacy Aide (FT)	\$13.20 p/h	5/8/2023

Motion by Budmen to accept the Personnel Changes as presented second by McLaughlin. Budmen was pleased to make the motion as Reilly is a former student.

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

Final Resolution: Motion Carried

2. Copyright Policy for first reading

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

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

Final Resolution: Motion Carried

3. Freedom of Information (FOIL) Policy for first reading

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

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

Final Resolution: Motion Carried

4. Photo and Media Policy for Second Reading and Final Approval

Motion to accept the policy for second reading and final approval by Mainville, second by Hewitt.

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

Final Resolution: Motion Carried

H. OPEN FORUM: no comments

I. BOARD FORUM:

- Budmen thanked the board for attending and supporting the Bresnahan award.
- Budmen encouraged the board and staff to participate in the Memorial Day parade this year on Monday, May 29th at 9 a.m.
- Baker told the board her last meeting will be next month as she has made the tough decision not to seek another term as trustee. Her fellow trustees thanked her for serving on the board since 2018. Hewitt and Budmen especially appreciated Baker for her perspective and how she impacted the way they looked at and thought about various topics.

J. EXECUTIVE SESSION –

Gouger stated the need for an executive session to discuss a legal matter with no action to follow.

Budmen made a motion and Baker seconded to move into executive session at 7:35 p.m. for the previously stated matter.

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

Final Resolution: Motion Carried

Reckhow and Smith were asked to attend.

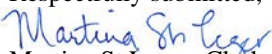
Hewitt made a motion to return from executive session at 8:22 p.m., seconded by Baker.

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

Final Resolution: Motion Carried

K. ADJOURNMENT: The meeting was adjourned at 8:22 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board