

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
February 3, 2016**

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

REGULAR MEETING

A. CALL TO ORDER

President Dodge called the regular meeting to order at 6:31 p.m.

B. SALUTE TO THE FLAG

C. CORRESPONDENCE:

Thank you letter from Interreligious Food Consortium for the food drive collection during the month of December 2015.

D. AGENDA CHANGES: none

E. CONSENT AGENDA

1. Approval of January 6, 2016 Regular Board Meeting Minutes
2. Approval of Monthly Bills for January.
3. Approval of Funds Transfers

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

F. REPORTS TO THE BOARD

1. Staff Report: Keith Gatling introduced himself to the Board, and shared his enthusiasm for his work. He described how he gets recognized in various places outside the library as a result of his work at helping the public with their technology needs. When asked if there is something new he would like to do for the library he indicated that a Microsoft Word class would be a very important skill he could teach the public.
2. Treasurer's Report: Dunstone reported on the library's financial status. The Board received copies of the financial expenditures and revenue report through January.
3. President's Report
 - Dodge attended one of the strategic planning sessions. Found the session to be very interesting, a good start, and interested to see where it goes next.
4. Director's Report: In addition to the written report
 - The Lobby Book sale brought in \$2351.45 in January, while the wishing well had \$34.34. The gift shop and donations which includes movie donations earned \$182.15.
 - The monthly stats report from this month forward will take on a different look showing an expanded circulation section.
 - 46 teen and adult volunteers from Northside Baptist Church sorted more than 200 boxes of books for the library's annual book sale event.
 - Jada the pit bull, who has been in the news, visited the library. Coming to the library and having books read to her was on her bucket list. Jada is bringing awareness to the issue of animal abuse.
 - Wisniewski and Towlson met with Mrs. Palmer who designated donations in memory of her late husband be made to the library. The family is interested in some seating options for the habitat garden.
 - Strategic Planning: copies of the ASK questionnaire were provided to the Board. The library will be holding Community Conversations, and all are invited to attend a session. The Board was asked to invite members of the community to these sessions to help spread the word. Wisniewski reported on other initiatives being conducted by the staff involving community input.
 - Smoke Issue: three replacement window heating units have been ordered and will be installed in the 3 offices most affected by the smoke issue. The Board directed Wisniewski to contact the Village Code Enforcement office regarding any relevant NYS Fire or Building codes related to the smoke issue.
 - Morgan and Wisniewski met with LCSD Architect and LCSD Facilities Director regarding the ice problem at the library's Second St. entrance. They provided their recommendations on how to best

address the issue. The Board directed Wisniewski to provide quotes for short term and long term solutions by the March Board Meeting.

- The library has been asked to co-sponsor the Ghost walk a few weekends in September and October. The Ghost Walk is a cooperative program with Onondaga Historical Association and the Gleason Mansion. Discussion followed. Wisniewski asked the Board for approval to keep the library open outside of regular operating hours as the gathering place for the tours, with only the lobby and Carman Community Room open to the public. A program coordinator and a custodian would be present. The Board was in favor.

5. OCPL Report/Advisory Board: Dodge emailed the OCPL December Board minutes and pointed out that coincidentally OCPL is also going through Strategic planning.

G. ITEMS FOR DISCUSSION AND ACTION

1. Surplus Furniture

Bowers made a motion and Dunstone seconded to approve the Surplus Furniture list as submitted. All were in favor

2. Withdrawal of Library Materials Policy: 2nd Reading

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

3. Donations Policy: 2nd Reading

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

4. Director's Budget Proposal: Second Draft

The Board received copies of the second draft of the proposed 2016-17 budget which included a short narrative of the changes made from the receipt of the first draft. Discussion followed regarding the tax impact of the budget and the inflation and allowable levy growth factor. The Board will receive a third draft with the recommendations offered.

5. Resolution for Tax Cap Override

Spadafore made a motion and Dunstone seconded to make the following resolution:

Whereas, the adoption of the 2016-2017 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 2016-2017 by at least sixty percent of the board of trustees as required by state law on February 3, 2016. All were in favor; motion carried.

H. OPEN FORUM: Board extended congratulations to staff member and union president Lizz O'Toole on the birth of her baby.

I. BOARD FORUM: Spadafore attended the WWI Turning Points presentation by Tom Henry, and there was a good crowd in attendance. Spadafore would like to see more presentations by Mr. Henry.

J. ADJOURNMENT

Spadafore made a motion and Bowers seconded to adjourn. Dodge adjourned the meeting at 7:57 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board