



MINUTES
BOARD OF TRUSTEES MEETING
October 9, 2024
Carman Community Room

Trustees present: Budmen, Gouger, Heaslip, Hewitt, McLaughlin, Mainville, Wood
Staff: S. Reckhow, Director; A. Borelli, Asst. Director; S. Smith, Business Manager;
K. Storey, STEM Educator; C. Reynolds, Clerk to the Board

REGULAR MEETING

- A. CALL TO ORDER: President McLaughlin called the meeting to order at 6:31 p.m.
- B. SALUTE TO THE FLAG
- C. APPOINTMENT OF NEW TRUSTEE:
Gouger made a motion and Mainville seconded to appoint Cindy Heaslip to the vacant seat on the Liverpool Public Library Board of Trustees.
Aye: Budmen, Gouger, Hewitt, McLaughlin, Mainville, Wood
Final Resolution: Motion Carried
- D. OATH OF OFFICE:
President McLaughlin administered the oath of office to Cindy Heaslip.
- E. ACCEPT SEPTEMBER MEETING MINUTES
- F. CORRESPONDENCE: none
- G. AGENDA CHANGES: none
- H. REPORTS TO THE BOARD
 1. Staff Report- Katie Storey, STEM Educator
 - Katie joined LPL in June filling a new position as a STEM Educator. She shared with the board some of her values in this position- play, equitable access, lifelong learning and STEM. Katie highlighted some of the programs she has recently done, such as LEGO robotics, Painting with Flowers and STEAM story time. Katie is eager to expand her programming and collaborate with more local organizations to offer a wider range of science and technology themed activities.
 2. Financial Report
 - The Board received the Budget Status Reports through September. These reports were previously distributed electronically.
 - Bank Statements through June 2024 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 September 12, 2024, through October 9, 2024.
Gouger made a motion to authorize payment of the audited invoices. Hewitt seconded the motion.
Aye: Budmen, Gouger, Heaslip, Hewitt, McLaughlin, Mainville, Wood.
Final Resolution: Motion Carried
 - The Board reviewed the 2023-2024 GASB 7475 Report.

Gouger made a motion to approve the GASB report. Wood seconded the motion.

Aye: Budmen, Gouger, Hewitt, McLaughlin, Mainville, Wood.

Abstain: Heaslip

Final Resolution: Motion Carried

3. **President's Report:** President McLaughlin reminded board members about required trainings. Trustee Budmen requested link to sexual harassment training be resent to board members. President McLaughlin also shared some of the history of Liverpool Public Library.

4. **Director's Report**

- LPL is seeing a positive growth with its outreach and school relationships. The addition of new positions has added to LPL's skill sets and enhanced community engagement.
- Reckhow to meet with LCSD and discuss 'Pool pass and plans for the 2nd grade library field trip
- Recent surveys have been conducted to determine how the community would benefit the most from a early literacy focused book mobile. This information will be used to design the interior of the LPL book mobile.
- Reckhow outlined the plan for Election Day. In the morning, staff will visit a series of information stations for training and safety procedures. In the afternoon, departments will work on action plans that align with the library's strategic plan.

5. **OCPL Report:**

- President McLaughlin along with Trustee Budmen and Heaslip attended the Trustee Meet & Greet at Onondaga Free Library on 9/24.
- The board discussed how artificial intelligence might affect the library along with the potential legal and ethical challenges that could come from its use.

6. **Trustee Advisory Council:** none

I. **ITEMS FOR ACTION AND DISCUSSION**

1. **Circulation Policy for First Reading**

Motion to approve the policy for first reading by Gouger seconded by Budmen. Discussion followed.

Aye: Budmen, Gouger, Heaslip, Hewitt, McLaughlin, Mainville, Wood

Final Resolution: Motion Carried

2. **Surplus List**

Fixed Inv. ID	Date Acquired	Item Description	Reason for Surplus
23337	6/14/2010	Apple MacBook laptop	old, damaged hardware
23649	6/3/21	Dell Optoplex 7480 AIO desktop computer, touch screen	Damaged hardware, cracked screen

Motion to accept the surplus list as presented by Wood second by Gouger.

Aye: Budmen, Gouger, Heaslip, Hewitt, McLaughlin, Mainville, Wood

Final Resolution: Motion Carried

J. **OPEN FORUM:** None

K. BOARD FORUM:

- Members discussed a possible schedule change for the April 2025 meeting
- Board members discussed Halloween Parade plans

L. EXECUTIVE SESSION – None

M. ADJOURNMENT: The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Colette Reynolds

Colette Reynolds, Clerk to the Board