



MINUTES
BOARD OF TRUSTEES MEETING
June 14, 2017
Sargent Meeting Room

Trustees present: Dodge, Spadafore. MacLaughlin, Budmen, Gutierrez, Schapley.

Excused: Hluchyj

Staff: G. Wisniewski, Director; R. Davis; D. Morgan; 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. CORRESPONDENCE:

- Letter from CNY Community Foundation with information regarding the Richberg fund grant.

D. AGENDA CHANGES: none

E. CONSENT AGENDA

1. Approval of May 3, 2017 Regular Meeting Minutes
2. Approval of Monthly Bills for May
3. Transfers

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

F. REPORTS TO THE BOARD

1. Staff Report – Diane Towlson

Towlson, is the Communications Coordinator. The Communications Department is responsible for all social media, press releases, program guides, and all graphic materials for the library including the vehicle and book cart wraps. The Board inquired about the use of geotagging and social media platforms including Snapchat, Tumblr, and Instagram. Towlson indicated the redesigned website launch is the priority, but Snapchat is on the list.

2. Treasurer’s Report

- Morgan reported on the library’s finances through the end of May. There was a conversation with Morgan and the Board regarding estimated financials through the end of the fiscal year.

3. President’s Report

- Dodge reported he was pleased to attend the staff service awards last month, and it has been his honor to attend the past few years as Board President.

4. Director’s Report

- The Lobby Book sale brought in \$2,246.10 in May. The wishing well contained \$67.37. The gift shop brought in \$66.80. Patrons attending movies donated \$90.51, and there was \$44.27 in the donation box.
- The Summer program guide has been sent to the printers, and is available on the website. The guide was also sent to Peachjar, the LCSD electronic flyer distribution system.
- Wisniewski thanked President Dodge for his patience and guidance since she became Library Director two years ago, and he will be missed.
- Wisniewski answered a few questions regarding the Zinio service which is being rebranded as RB Digital.

DRAFT

- There was a brief discussion regarding the monthly statistics report which shows LPL use of the meeting rooms as a decline which is due to one of our strategic plan goals to take programming out of the library and into the community. We are now doing programs off site at locations such as Soule Rd Middle School, and Runnings of Clay. Meanwhile, public use of the meeting rooms has increased.
5. OCPL Report:
- Dodge emailed the board notes regarding recent meetings.

G. ITEMS FOR ACTION AND DISCUSSION

1. Budget vote results for 2017-2018 Proposition 3 Liverpool Public Library funding: **passed**
YES: 1,086 NO: 271
2. Repeal of Tax Cap Override.
Spadafore made a motion and Schapley to repeal the tax cap override. All were in favor. Motion carries.
3. Board Nominating Committee for 2017-2018 officers.
Spadafore, McLaughlin, and Budmen were appointed to the Board Nominating Committee.
4. 2018 Closing Calendar.
Gutierrez made a motion and Budmen seconded to approve calendar as amended. All were in favor. Motion carries.
5. Freedom of Information Policy for First Reading.
Spadafore made a motion and Schapley seconded to approve the policy for first reading. All were in favor. Motion carries.
6. Credit Card Policy for First Reading.
McLaughlin made a motion and Budmen seconded to approve the policy for first reading. All were in favor. Motion carries.

H. OPEN FORUM: nothing

- I. BOARD FORUM: Vice President Spadafore presented Dodge with a gift in recognition of his 12 years on the board. Dodge shared some remarks regarding his time as a Trustee and President of the Board. He thanked everyone for their hard work. Dodge stated the library is great institution with an excellent staff doing great work, and he fully expects that will continue. Dodge concluded it has been a pleasure to serve on the board.

J. EXECUTIVE SESSION

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

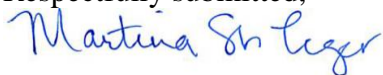
Schapley made a motion, Budmen seconded to enter into executive session at 7:04pm. with no action to follow. Morgan and Wisniewski were asked to stay.

Spadafore made a motion and Schapley seconded to leave executive session at 8:05pm.

K. ADJOURNMENT

Dodge made a motion and Spadafore seconded to adjourn. Dodge adjourned the meeting at 8:05 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board