



MINUTES
BOARD OF TRUSTEES MEETING
August 3, 2016
Carman Community Room

Trustees present: Dodge, Spadafore, Spado, Budmen, and Hluchyj.
Excused: Bowers and MacLaughlin
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 6:30 p.m.

B. CORRESPONDENCE:

- Letter from Assemblywoman Pamela Hunter regarding Book Bike grant
- Story Walk comment regarding the book “Whoever You Are” by Mem Fox

C. AGENDA CHANGES: none

D. CONSENT AGENDA

1. Approval of July 13, 2016 Regular Meeting Minutes
2. Approval of Monthly Bills for July
Spadafore made a motion and Budmen seconded to approve the Consent Agenda. All were in favor.

E. REPORTS TO THE BOARD

1. Staff Report

- Nathan Snyder, LAN Tech Support Specialist
The board had many questions for Snyder who joined the staff at LPL in June, and has been a computer technician for the past 18 years. Snyder was put right to work on projects such as setting up the new scanning station, and completing the transition to a new server. He is excited about applying his knowledge and skill sets to the betterment of LPL.

2. Treasurer’s Report

- Fiscal year end bank statements for Key and Chase banks have been received.

3. President’s Report

- No report

4. Director’s Report

- The Lobby Book sale brought in \$2,055.30 in July, while the wishing well had \$47.27. The gift shop total was \$80.05 and the donations were \$77.67 which includes \$30.26 from movie donations.
- The Tie Dye on the Lawn program was featured on the front page of the July 27, 2016 edition of the Star Review. Our very own Mark Bialczak took the photo and wrote the article. There were over 400 participants this year, and we are very proud of the tie dye program.
- The staff are hard at work planning the book sale. We are making some adjustments to the layout of the sale, adding more lighting and purchasing a cash register. The parking area was recently sealed and cleaned, and it looks good. Donations are shut down during the month of September, and we are actively notifying people now. Volunteers are always welcome before during and after the book sale. Flyers promoting the book sale were provided to the board members.
- In response to last month’s discussion of the Circulation Policy, we are exploring what it will take to waive the fines currently on children’s accounts and providing a clean slate around the beginning of the school year.
- Our new website is still in development. Events and News items have been separated and featured along with the webcam, and blogs.

- Strategic Plan update. The Director has met with each staff person to discuss their assigned action items and their team members. The goal is to have the final strategic plan document and the public informational document approved at the September meeting.

5. OCPL Report:

- Dodge stated there is no report as no meeting was held in July. The renovations at the Central branch are nearly complete and there is a Grand Opening on August 24th.

F. ITEMS FOR ACTION AND DISCUSSION

1. Circulation Policy for Second Reading

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

2. Patron Code of Conduct Policy for First Reading

Spadafore made a motion and Budmen seconded to approve the policy for first reading. All were in favor. Discussion followed regarding the wording of items 2, 5, 17, 19, and 21 which will be altered and submitted for second reading and final approval at the September board meeting. Spadafore accepts the changes as a friendly amendment. All in favor. Motion carries. Approved for first reading.

3. Security Camera Policy for First Reading

Spadafore made a motion and Hluchyj seconded to approve the policy for first reading. All were in favor

4. Director's Priority List

There was discussion regarding the priority list.

Spado made a motion and Budmen seconded to approve the director's priority list as submitted, including authorization to use fund balance appropriation for expenses not to exceed \$350,000. All were in favor

5. Richberg Fund:

The library received notification of the distribution amount available (\$15,200) this year from the *Alfred W. Richberg Fund for Liverpool Public Library*. The library is required to submit a proposal documenting how it plans to utilize the annual distribution. The fund description indicates that the annual grant is to be used for "student services". Discussion followed regarding a proposal to build a pavilion in the Habitat Garden to be used for programming. The proposal includes interactive outdoor musical instruments. Spadafore made a motion and Spado seconded to authorize the Director to submit an application to the Alfred W. Richberg Fund for the creation of an outdoor programming space. All were in favor

G. OPEN FORUM: no comments

H. BOARD FORUM: Spadafore remarked on the increase of patrons coming to the library compared to the decrease in circulation. People are taking advantage of all the wonderful activities the library has to offer including the programs, free Wi-Fi, tutoring etc. Zinio checkouts are up significantly most likely due to the magazines available.

I. EXECUTIVE SESSION – Personnel matter with Action to follow

Spadafore made a motion and Spado seconded to enter executive session with action to follow at 7:05pm.

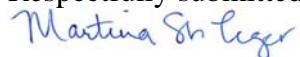
Spadafore made a motion and Budmen seconded to leave executive session at 7:36pm. All were in favor.

Spado made a motion to approve a 3.5% raise for Wisniewski effective July 1, 2016. Budmen seconded. All were in favor.

J. ADJOURNMENT

Spadafore made a motion and Budmen seconded to adjourn. Dodge adjourned the meeting at 7:39 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board