



**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**March 8, 2023**  
**Carman Community Room**

**Trustees present: Gouger, Budmen, Hluchyj, Hewitt, Mainville, McLaughlin, Baker (arrived at 7:16).  
absent: Hewitt**

**Staff: S. Reckhow, Director; S. Smith, Business Manager; M. St.Leger, Clerk to the Board;**

**REGULAR MEETING**

**A. CALL TO ORDER**

President Gouger called the regular meeting to order at 6:32 p.m.

**B. SALUTE TO THE FLAG**

**C. ACCEPT FEBRUARY MEETING MINUTES**

**D. CORRESPONDENCE:**

- Letter from Mr. Lynn Davis regarding a self-published book donation.
- Article from “The Good Life Central New York” magazine, March/April 2023 Issue.

**E. AGENDA CHANGES: none**

**F. REPORTS TO THE BOARD**

1. Staff Report – Saptarshi Lahiri, Youth and Family Services Librarian introduced himself to the board, and then gave a ‘tour’ of the new Charlie Cart which will be used for youth educational and food literacy programming.

2. Financial Report

- The Board received the Revenue and Budget Status Reports through February 2023 electronically prior to the meeting.
- Bank Statements through December 2022 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 available for Board review.
- The Independent Claims Auditor reviewed each invoice for February 9, 2023, through March 8, 2023.

Hluchyj made a motion to authorize payment of the audited invoices second by Budmen.

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

Final Resolution: Motion Carried

3. President’s Report: no report.

4. Director’s Report

- Reckhow updated the board on the Micron STEM event scheduled for Wednesday, March 15, 2023
- Safe Harbor Wills and Trusts had attended a presentation by Community Engagement Coordinator McGregor and fellow staff member C. Hibbert at the Greater Liverpool Chamber of Commerce. McGregor was contacted to give a presentation to the Safe Harbor staff. Safe Harbor has a C.A.R.E. Program and each month a different local organization is endorsed to receive donations. LPL has been selected as their featured local organization for March and April.
- Reckhow praised the efforts of Melissa McCurdy who recently joined the staff and has handled all the communications efforts including the program guide beautifully.
- Three of our Librarians have been asked to give a presentation at the LCSD staff development day.

5. OCPL Report: no report

6. Trustee Advisory Council:

- Trustee training will be conducted via zoom on March 28, 2023 from 5:30-7pm. Deadline to register is March 20.

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes – no action

2. 2022 Annual Report for Public and Association Libraries

Motion by Budmen to accept the 2022 Annual Report for Public and Association Libraries as presented, second by Mainville.

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

Final Resolution: Motion Carried

3. Emergencies in the Library Policy for First Reading.

Motion to accept the policy for first reading by McLaughlin, second by Hluchyj.

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

Final Resolution: Motion Carried

4. Open Forum Policy for First Reading

Motion to accept the policy for first reading by Mainville, second by Budmen. Discussion followed.

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

Final Resolution: Motion Carried

5. Investment Policy for First Reading

Motion to accept the policy for first reading by Baker, second by McLaughlin.

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

Final Resolution: Motion Carried

6. Director's 2023-2024 Budget – Third Draft

The third draft of the 2023-24 budget was discussed.

Baker made a motion to approve the Director's 2023-2024 budget as presented in the amount of \$4,361,000.00 and was seconded by Mainville.

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

Final Resolution: Motion Carried

7. Public Hearing and May BOT Meeting

Hluchyj made a motion to set the date of the public hearing as Wednesday, May 3, 2023, at 6:30pm for the library's 2023-2024 budget followed by the regular monthly meeting May LPL Board of Trustees. Budmen seconded the motion.

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

Final Resolution: Motion Carried

8. Board of Trustees Election

There are two open seats on the library board. Petitions will be available at the District Office, 195 Blackberry Rd beginning Monday, March 13. Candidates will need to secure 44 signatures from residents of the Liverpool Central School District. Petitions must be returned by Monday, April 17.

H. OPEN FORUM: no comments

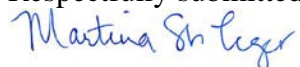
I. BOARD FORUM:

- Gouger let everyone know that Youth and Family Services Coordinator, Joellyn Murry, read to Mary Anne Balliet's 2<sup>nd</sup> Grade Class at Long Branch Elementary for Read Across America Day on March 3<sup>rd</sup>.
- Hluchyj reminded everyone of the Community Together event on March 15<sup>th</sup>.

J. EXECUTIVE SESSION –

K. ADJOURNMENT: The meeting was adjourned at 7:51 p.m.

Respectfully submitted,



Martina St. Leger, Clerk to the Board