



MINUTES
BOARD OF TRUSTEES MEETING
May 27, 2020
Held via Zoom Cloud Conferencing

Trustees present: Baker, MacLaughlin, Budmen, Gouger, Hewitt, and Hluchyj.

Absent: Schapley

**Staff: G. Wisniewski, Director; S. Reckhow, Asst. Director; S. Smith, Admin. Asst.;
M. St. Leger, Clerk to the Board**

Others: Dorothy Morgan, Consultant; Members of staff and public

PUBLIC HEARING:

President Baker called the Public Hearing to order at 6:30 p.m.

The Liverpool Public Library budget that has been approved by the Board of Trustees and put before the voters of the Liverpool Central School District for fiscal year 2020-2021 is \$4,139,800. Discussion followed.

Baker spoke about the amount of work that went into preparing the budget, and the numerous programs and activities the library presents for our patrons.

The board had hoped to have some public participation but understand there may be prior commitments which prevented attendance at the meeting. The board welcomes comments and questions from the public at any time of the year.

The public hearing was closed at 6:36pm

REGULAR MEETING

A. CALL TO ORDER

President Baker called the regular meeting to order at 6:36 p.m.

B. SALUTE TO THE FLAG

C. ACCEPT MINUTES FROM APRIL MEETING AND MAY 6 SPECIAL MEETING.

D. CORRESPONDENCE: none

E. AGENDA CHANGES: none

F. REPORTS TO THE BOARD

1. Financial Report

- The Board received the Budget Status Report through April. These reports were previously distributed electronically.
- Bank Statements through April 2020 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.
- Budmen reviewed each invoice and corresponding account code prior to the meeting and recommended the board authorize payment of invoices dated April 8, 2020 through May 27, 2020.

Hluchyj seconded the motion.

Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.

Final Resolution: Motion Carried

2. **President's Report:** Baker appreciates everyone's support during the budget time and appreciated the team work. Baker noted the creativity of the LPL staff and singled out the blogs series about "Writing Your Own Obituary" written by Mr. G. Unfortunately, Covid-19 has brought this to the forefront. Material was presented in a lighthearted tone with good information.
3. **Director's Report**
 - Wisniewski gave a shout out to all the staff. One year ago, the renovations started followed by the ransomware. The beautiful renovations were completed and we were settling into the new space when the pandemic put everything on hold again. Staff has handled it well and are very creative while working from home.
 - Some of the staff returned to the building on May 26, and preparations for Grab it and Go (in the garage) are underway. Patrons will be contacted and appointment times set to pick up (and return items) in the garage.
 - An incredible amount of work went into planning for staff to return to work in a safe space. Susan led a team with the goal of creating 4 teams of employees who work a rotating schedule in the building. Employees will only work with their team thereby minimizing exposure should an employee test positive for the virus.
 - Returned materials will be quarantined for 7 days before staff checks in the items. There were 2,000 returned items waiting to be checked in by staff when they returned to work. All items have been checked in and returned to the shelves. The next step is to contact patrons to pick up their holds beginning June 1st.
 - System wide library charges have been waived until July 1. Smaller libraries are waiving late fees through the end of the year. Library fees are down this year. The board may want to consider waiving late fees on books and media through the end of the year. Discussion followed.
4. **OCPL Report:** OCPL (Central Library and all branches) and Baldwinsville started curbside pickup on May 26, and seems to be going well so far.

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

APPOINTMENTS

Name	Position	Salary	Start Date
Daghita, David	Librarian I	\$23.35 p/h	5/11/2020

Motion to accept the personnel changes as presented by Budmen, second by Gouger.
 Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.
 Final Resolution: Motion Carried

2. ALA Code of Ethics Policy for First Reading

Motion to accept the policy for First Reading by Hewitt, second by Budmen.
 Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.
 Final Resolution: Motion Carried

3. ALA Bill of Rights Policy for First Reading

Motion to accept the policy for First Reading by Gouger, second by Hluchyj.
 Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.
 Final Resolution: Motion Carried

4. ALA Freedom to Read Policy for First Reading

Motion to accept the policy for First Reading by MacLaughlin, second by Gouger.
 Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.
 Final Resolution: Motion Carried

5. ALA Freedom to View Policy for First Reading

Motion to accept the policy for First Reading by Budmen, second by Hluchyj.
 Aye: Baker, MacLaughlin, Budmen, Gouger, Hewitt, Hluchyj.
 Final Resolution: Motion Carried

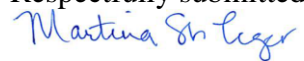
H. OPEN FORUM: none

I. BOARD FORUM: Trustee Budmen discussed the Lori Bresnahan 2020 Book Award. The winning book was due to be announced April 21st at the Liverpool Public Library, but was cancelled due to corona virus restrictions. A majority of the students have voted for the favorite of the 5 books being considered. An online celebration will launch Monday, June 8th with a reading of one of the books each day of the week with the winner announced on Friday, June 12th. LCS and LPL will simultaneously carry each day's event on their websites. The 5th Lori Bresnahan Book Award Celebration will return to LPL in 2022.

A reminder from President Baker to vote and return your ballots by June 9th. Ashley Gouger is on the ballot for the open trustee position.

J. ADJOURNMENT: The meeting was adjourned at 7:06 p.m.

Respectfully submitted,



Martina St. Leger, Clerk to the Board