



MINUTES
BOARD OF TRUSTEES MEETING
May 8, 2024
Carman Community Room

Trustees present: Budmen, Gouger, Hewitt, Hluchyj, McLaughlin, Wood
Staff: S. Reckhow, Director; A. Borelli, Assistant Director; C. Reynolds, Clerk to the Board.

PUBLIC HEARING:

President Gouger 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 2024-2025 is \$4,478,000. Reckhow presented the budget, discussion followed.

The public hearing was closed at 6:44pm

REGULAR MEETING

- A. CALL TO ORDER: President Gouger called the meeting to order at 6:45 p.m.
- B. SALUTE TO THE FLAG
- C. ACCEPT APRIL MEETING MINUTES
- D. CORRESPONDENCE
- E. AGENDA CHANGES:

Motion made by Gouger to add Early Literacy Mobile to Items for Action and Discussion. Motion seconded by Budmen.

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

Final Resolution: Motion Carried

F. REPORTS TO THE BOARD

1. Strategic Plan

- The consultant presented the draft plan to the Board.
- The Board reviewed and discussed the LPL purpose statement.
- The consultant will transition to the implementation stage of LPL strategic plan.

2. Financial Report

- The Board received the Revenue Status Report and Budget Status Reports electronically through February 2024 prior to the meeting.
- Bank Statements through February 2024 with balance reconciliations from LCSD were received and reviewed by the Library's Business office. The bank statements are received by the District Treasurer and reconciled by the School District Account Clerk. All statements are available if called on for Board review. The February 2024 District Treasurers report is available for review.
- The Independent Claims Auditor reviewed each invoice for the period of April 11, 2024, through May 8, 2024.
- Approval of transfers

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

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

Final Resolution: Motion Carried

3. President's Report: no report

4. Director's Report

- Another great month at the library! Staff have been busy gearing up for a big summer full of programs and events.
- Assistant Director Borelli has received funding from Central New York Library Resources Council's Catalyst Grant. LPL will use this funding to host an Artist in Residence program in late August.
- LPL has successfully filled the open positions for STEM Educator, Literacy Specialist and Librarian Assistant. These new candidates bring specific areas of expertise that will move our LPL programs forward.

5. OCPL Report: OCPL is currently in the assessment phase of their Strategic Plan.

6. Trustee Advisory Council: no report

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

APPOINTMENTS

Name	Position	Salary	Start Date
Herrick, Elizabeth	Library Clerk PT	\$15.34 p/h	4/11/2024
Coll, Gabi	Library Clerk PT	\$15.34 p/h	4/17/2024
Godly, Jeanie	Librarian Assistant PT	\$23.07 p/h	5/01/2024
Martin, Erin	Literacy Specialist	\$51,000	6/10/2024
Storey, Katie	STEM Educator	\$44,000	6/01/2024

Motion by Wood to accept the corrected Personnel Changes second by McLaughlin.

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

Final Resolution: Motion Carried

2. Whistleblower Policy for Second Reading

- The Whistleblower policy was presented for second reading with revised language and specific examples. Discussion followed. The Board requested changes and asked that the policy be updated and brought back for a third reading.

Motion to approve the policy for second reading and final approval by Budmen second by McLaughlin.

Nay: Budmen, Gouger, Hewitt, Hluchyj, McLaughlin, Wood.

Final Resolution: Motion Not Carried

3. Early Literacy Mobile

- Reckhow spoke with the board about her proposal for an Early Literacy Mobile Classroom. This proposal has been selected for funding up to \$180,000 with the CREST grant, sponsored by Senator John Mannion.
- The intent of the Early Literacy Mobile is to meet the children of our community where they are- in daycares, preschools, apartment buildings, schools, community events and festivals. Many of our community partnerships are founded on our joint commitment to preparing children to read and learn. The Early Literacy Mobile has the potential to be a game changer for the LPL and our community.
- The Early Literacy Mobile supports multiple objectives of our proposed new strategic plan, including early literacy, outreach and sustainable partnerships:
 - “We Support Learning for All...So all can discover, learn, and grow.”
 - Deepen activities and collections focused on **early literacy**
 - “We Support Connection and Communication...So community members can be met where they are.”
 - Extend access to library resources and services by engaging with the community in **new locations and in innovative ways**
 - “We Support Sustainable Stewardship...So we honor the role we play in strengthening our community”

- Establish and deepen enduring **partnerships** that support the community's development

- The board discussed costs associated with vehicle maintenance and storage, the purpose of the book mobile and how it will benefit our community.

Budmen made a motion to approve contracting with Specialty Vehicle Services, LLC for consultant services, pending attorney review and approval up to \$22,000, second by Wood.

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

Final Resolution: Motion Carried

H. OPEN FORUM:

- Board members further discussed the strategic plan purpose statement.

I. BOARD FORUM:

- Budmen spoke about the LCSD's Community Mascot Name Survey
- Board members look forward to participating in next year's Memorial Day Parade.

J. EXECUTIVE SESSION: none

K. ADJOURNMENT: The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Colette Reynolds

Colette Reynolds, Clerk to the Board