



MINUTES
BOARD OF TRUSTEES MEETING
November 2, 2016
Carman Community Room

Trustees present: Dodge, Spadafore, Budmen, MacLaughlin, Hluchyj, Gutierrez and Schapley.
Staff: G. Wisniewski, Director; 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. APPOINTMENT OF NEW TRUSTEES

Spadafore made a motion and MacLaughlin seconded to appoint Dorianne Gutierrez and Mary Schapley to the vacant seats on the Liverpool Public Library Board of Trustees. All in favor. Motion carries.

D. OATH OF OFFICE

President Dodge administered the oath of office to Mary Schapley and Dorianne Gutierrez.

E. CORRESPONDENCE:

- Letter from CNY Community Foundation regarding the disbursement of funds from the Richberg Fund.

F. AGENDA CHANGES: NONE

G. CONSENT AGENDA

1. Approval of October 5, 2016 Regular Meeting Minutes
2. Approval of Monthly Bills for October

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

H. REPORTS TO THE BOARD

1. Treasurer's Report

- The board received copies of the expenses and revenues through the end of October. Hluchyj reported on the library's financial status as reflected in the reports.

2. President's Report

- No report

3. Director's Report

- The Lobby Book sale brought in \$2,255.12 in September, while the wishing well had \$34.46. The gift shop total was \$138.30 and the donations were \$15.65.
- Wisniewski attended the Liverpool Community Chorus rehearsal on October 18th and was presented with a \$1200 donation. The chorus is extremely grateful to be able to use the space here at the library.
- We received the funds from the Richberg Grant for the pavilion project.
- Mark Bialczak, our Communications Specialist will be writing a weekly column for the Star Review beginning with the November 10th edition.
- We will be collaborating with Liverpool Historical Association and the Liverpool Middle School to create a video of the walking tour next summer. A premiere of the completed video will be held here at the library.
- Deanna McGregor, one of our Librarian Assistants, is working with Kay Budmen to secure a grant from the Geek Squad at Best Buy to hold a technology camp at LPL over the summer. Geek Squad Academy

targets middle and high school age students and teaches the latest technology in a fun, interactive environment.

- As part of our community outreach we are exploring the possibility of holding programs for all ages at Soule Road Middle School. The community room at the Runnings store on Route 31 in Clay is another option.
- Ladies Room bathroom update did not happen as scheduled, but will instead be a capital project through the school district in order to be fully ADA compliant.
- There is limited information available on the recent bomb threat. Chief Morris said it appears the call was made through a spoofing software that can hide or change the phone number where the call originated.
- Wisniewski and Towlson attended a recent Village of Liverpool Planning Meeting regarding the pavilion project and as a result there have been modifications made to the plan because of recent changes to the building code. The Village Attorney is looking into the possibility that the Library may fall under zoning immunity. We are still hoping to start building this fall which is dependent upon weather.

4. OCPL Report:

- Dodge emailed the board a written report.

I. ITEMS FOR ACTION AND DISCUSSION

1. Borrower Cards Policy for Second Reading and Final Adoption

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

2. Emergencies in the Library Policy for Second Reading and Final Adoption

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

3. Exhibit Spaces & Bulletin Boards Policy for Second Reading and Final Adoption

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

4. Board Secretary Position

Discussion on vacant position of Secretary

J. OPEN FORUM: Welcome to a Liverpool High School student who is observing the meeting for a Government Class.

K. BOARD FORUM: Spadafore inquired about the status of the redesigned website. A link will be shared with the Trustees to explore the new design and offer feedback.

Dodge officially welcomed Gutierrez and Schapley to the Board of Trustees.

L. EXECUTIVE SESSION

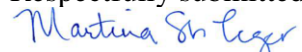
Dodge stated the Board has need to enter into executive session for the purpose of discussing legal matters. Spadafore made a motion, MacLaughlin seconded to enter into executive session at 6:51pm. with no action to follow. Morgan and St.Leger were asked to stay.

MacLaughlin made a motion, Gutierrez seconded to leave executive session at 7:40pm.

M. ADJOURNMENT

Hluchyj made a motion and Schapley seconded to adjourn. Spadafore adjourned the meeting at 7:40 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board