



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

**Trustees present: Budmen, Gouger, Hewitt, Hluchyj, McLaughlin, Wood**  
**absent: Mainville**

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

**M. Reilly, Literacy Aide**

**REGULAR MEETING**

**A. CALL TO ORDER**

President Gouger called the regular meeting to order at 6:30 p.m.

**B. SALUTE TO THE FLAG**

**C. ACCEPT OCTOBER MEETING MINUTES**

**D. CORRESPONDENCE: none**

**E. AGENDA CHANGES:**

**F. REPORTS TO THE BOARD**

**1. Staff Report – Meaghan Reilly, Literacy Aide**

- Reilly has been with LPL in the Youth Services department since 2021, and is on track to graduate from the University of Buffalo with a Masters in Information and Library Science next month. Reilly demonstrated a few of the STEM tools; Strawbees, and the Dash robot, which were purchased with funds from the Richberg Grant.

**2. Financial Report**

- The Board received the Budget Status Reports through October 2023 electronically prior to the meeting.
- The Independent Claims Auditor reviewed each invoice for the period of October 12, 2023, through November 8, 2023.

Budmen made a motion to authorize payment of the audited invoices. McLaughlin seconded the motion.

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

Final Resolution: Motion Carried

- Smith gave an update on the status of the cooperative energy savings program  
Hluchyj made a motion to adopt the resolution authorizing participation in the cooperative energy purchasing service for electricity which was seconded by Budmen.

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

Final Resolution: Motion Carried

Wood made a motion to adopt the resolution authorizing participation in the cooperative energy purchasing service for natural gas which was seconded by McLaughlin.

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

Final Resolution: Motion Carried

- 3. President's Report: Gouger reminded the Trustees to complete and log 2 hours of training by the end of the year.**

4. Director’s Report

- Three librarians attended the Association of Bookmobile and Outreach Services (ABOS) Conference recently and are thinking of ways to put new ideas into practice with patrons. They have also been able to share information and recorded trainings with their coworkers.
- We have a very nice program planned to honor Veterans this week, and expect Assemblyperson Pamela Hunter (who is a veteran) and Senator John Mannion to attend. Former Onondaga County Sheriff, John Anderson will be displaying ship replicas and there will be a presentation of the Colors from the 174<sup>th</sup> Attack Wing. Veterans attending the program will be presented with a pin.
- We had a good meeting with LCSD and expect the ‘Pool Pass digital library card to be available to all students beginning in January 2024. Roll-out will begin with the High School first.
- We have had good feedback from the Staff Development Day. The morning speakers from Kelberman and Micron were well received. The afternoon focused on gathering thoughts and ideas for the Strategic Plan.
- The Central New York Library Resource Council (CLRC) will present their annual Legislative Breakfast on Friday, December 8<sup>th</sup> at Westhill High School. Trustees are welcome to attend.

5. OCPL Report:

- The OCPL Executive Director, Dawn Marmor, visited LPL last week.

6. Trustee Advisory Council: no report

7. Strategic Planning:

- The planning team met with the consultants this week, and shared the timeline with the board.
- There will be a community survey available the last week of November through the month of December.
- The community mapping team will put together focus groups and meeting locations.
- There will be a board retreat on March 2, 2024

G. ITEMS FOR ACTION AND DISCUSSION

1. Personnel Changes

	Name	Position	Salary	Effective Date
Appointment	Johnson, Michael	Custodial Worker I	\$15.70 p/h	10/19/2023
Appointment	Hall, Jamie	Custodial Worker I (pt)	\$15.70 p/h	10/20/2023
Resignation	Lahiri, Saptarshi	Librarian I		11/1/2023

Motion by Budmen to accept the Personnel Changes as presented second by Wood.

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

Final Resolution: Motion Carried

2. Staff Development and Conference Attendance Policy for second reading and final approval

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

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

Final Resolution: Motion Carried

3. Use of Library Vehicles Policy for second reading and final approval

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

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

Final Resolution: Motion Carried

4. Board Budget Schedule

Motion to approve the Board Budget Schedule for the 2024-2025 fiscal year as presented by Budmen second by Hluchyj.

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

Final Resolution: Motion Carried

H. OPEN FORUM: no comments

I. BOARD FORUM:

- Budmen and Hluchyj read a poem for two voices: Honeybees by Paul Fleishman
- Budmen thanked all who helped with the Haunted Garage display

J. EXECUTIVE SESSION – Executive Session

Gouger stated the need for an executive session to discuss a legal matter with no action to follow. Hluchyj made a motion and Budmen seconded to move into executive session for the previously stated matter. Reckhow was asked to attend.

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

Final Resolution: Motion Carried

The board moved into executive session at 7:10 p.m. with no action to follow.

Wood made a motion and Hewitt seconded to return from executive session at 8:07pm

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

Final Resolution: Motion Carried

K. ADJOURNMENT: The meeting was adjourned at 8:09 p.m.

Respectfully submitted,



Martina St.Leger, Clerk to the Board

**RESOLUTION AUTHORIZING PARTICIPATION IN  
COOPERATIVE ENERGY PURCHASING SERVICE  
(NYSMEC) FOR ELECTRICITY**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, **Liverpool Public Library** (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the **Liverpool Public Library** to participate in the NYSMEC, and authorizes and directs **Sheila Smith** to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.0845 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2024, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

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I certify that the foregoing resolution was duly adopted by the governing body of the municipal corporation named therein at a duly convened meeting thereof, held upon due notice and in accordance with all applicable laws, charters, by-laws and ordinances, including but not limited to the Open Meetings Law, as follows:

Date of Meeting: 11/8/2023

Vote: Yes 6 No 0

Abstaining/Absent 1

Martina Sr. Leger  
Clerk of governing body  
of municipal Participant

11/8/2023  
Date

SEAL



**RESOLUTION AUTHORIZING PARTICIPATION IN  
COOPERATIVE ENERGY PURCHASING SERVICE  
(NYSMEC) FOR NATURAL GAS**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, **Liverpool Public Library** (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

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**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the **Liverpool Public Library** to participate in the NYSMEC, and authorizes and directs **Sheila Smith** to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$.656 cents per therm for a term of at least one year and no more than three years commencing May 1, 2024, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

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Date of Meeting: 11/8/2023

Vote: Yes 6 No 0 Abstaining/Absent 1

Martina St. Ceger  
Clerk of governing body  
of municipal Participant

11/8/2023  
Date

