



**Livonia Public Library Board of Trustees
Meeting Minutes**

Date: Tuesday, April 8, 2025
Time: 7:00 - 9:00 PM
Location: Patterson Meeting Room

Present: Shamika Fusco, Christine Cruso, Mae Sharman, Rick Williams, Brian Donnelly, Denise Cendoma, Cori Quinn, Mary Mott, Sally Collins (Friends of the Library President)
Absent: Liz Smith- Rossiter, Annette Meade (village liaison), Pete Dougherty (town liaison)

Topic
<p>Meeting begins Motion for approval of March meeting minutes made by Rick; seconded by Mae. Motion passed.</p>
<p>Opening Public Remarks- no public present</p>
<p>Approval of March 11th Meeting Minutes</p>
<p>Bills (March) Motion to approve bills for March totaling \$6302.20 made by Mae; seconded by Brian. Motion passed.</p>
<p>Friends Report (Sally)</p> <p>Friends of OWWL Gathering Mae, Debby Emerson, Marlene Kramer and I attended the meeting on April 5 at Wadsworth Library. It was an excellent opportunity for us to exchange ideas, collaborate, and celebrate the contributions of the OWWL system’s Friends groups.</p> <p>Friends of Livonia Library will host the next OWWL Friends meeting in October, coinciding with <i>National Friends of Libraries Week</i>. Several other friends groups have expressed interest in seeing our Silent Auction set up.</p> <p>Programming The Friends Group is sponsoring a library program called “Frame Your Future: Professional Head Shots Day.” This program is made possible by donations in memory of Ralph Parker, a local businessman who championed local businesses. The program will be held on April 28.</p> <p>The Friends Group also purchased bookends for the window shelving near the fireplace, inscribed with the words “In memory of a devoted and dear friend, Ralph Parker,” and books for the library collection.</p> <p>Pop-Up Book Sale The March Pop-Up Book Sale was a success. Donations from Little Golden Books, Louis L’Amour books, and western DVDs totaled \$77.</p> <p>Bookcase The Friends’ bookcase continues to be popular. This month, we’re featuring a collection of books with titles like “spring” and “Easter.”</p> <p>Silent Auction Donations are being accepted for the Silent Auction in October. Please drop off donations during regular library hours.</p> <p>Friends of the Livonia Public Library Meeting: The first meeting in 2025 is April 10 at 6 pm in the Patterson Room at the Library. During our meeting on Thursday, we’ll be discussing our planned programs and activities</p>

for the upcoming year. We'll be exploring ideas for new programs and activities that will enhance the library's offerings and provide more opportunities for our patrons.

- a. Ideas for Silent Auction Baskets/Items
- b. Bingo Night: Coordinated by Deb Adams and Jeanne Marquardt
- c. Spring Quilt Raffle: With a donation from Sue Magin
- d. *Readers are Leaders* story times, which we last had in 2015. Back then, volunteers would read a story and then share their passion for reading with us. Examples of our past readers include Sheriff Dougherty, Mayor Lathan, and Postal worker Margaret Watkins.
- e. Chicken Barbecue
- f. Food Truck Event: Scheduled for June, with options for "School's Out!" or "Celebrating Summer!"
- g. Annual clean-out of library basement
- h. Book Sale during Autumn in the Village Festival September
- i. Silent Auction: Begins during *National Friends of Libraries Week* in October. Runs for two weeks: October 20-24 & 27-31. Winners drawn at Noon on Saturday, November 1
- j. Safe Halloween Event

Advocacy - Institute of Museum and Library Services (IMLS) Federal Library Funding Halted

At the request of Library Board President, Christine Cruso, I forwarded a message from Executive Director Ron Kirsop, OWWL asking that the Friends' members, as library supporters, take action to advocate for and support our libraries.

Ron's email included the most recent call to action from the American Library Association (ALA). The ALA is organizing a call-to-action campaign and encouraging library groups to join and contact their congressional representatives to protect the Institute of Museum and Library Services (IMLS). I also included the contact information for Congresswoman Claudia Tenney in the email. Offered as an option to people who feel they want to participate.

Treasurer's Report (Brian)

Director Report (Shamika)

- Staff recommendation- Marjorie civil service recommendation; interviewed her for a minimum of 5 hour civil service clerk position at \$16.05 per hour.
 - motion to vote on staff recommendation made by Christine; Mae. motion passed.
- Sophie's start date coordinated over spring break- will shadow Sydney
- 2024 Annual Report to Community- statistics need to be added. Board information to be added by Christine.
- Collaboration with historical society- Emily attending board meeting tomorrow (4/9)
- Conversation with James about the bricks outside that are loose; look into painting of pillars- possibly need to bid out depending on the price.
- Pest control did due diligence by checking out the space again.
- A patron signed up to present a program but the program was not well received by another patron, who felt the library is not a place for political, religious, etc. events. Patron who was upset was invited to the board meeting but declined. Library director made it clear that another patron put on the program- it was not sponsored or put on by the library. The director relied on our policies, specifically the meeting room policy. The flyer advertising the event did not specify that it was not a library program.

- Summer reading- want to add another component- community fair. Tabling for community partners. Scavenger hunt/ passport. Kickoff is last Wednesday in June (6/25) after school hours.
- Parking lot sealing and painting lines in the lot is done every other year- we will have to wait until next year for that.
- Adult section floor- waxing? Need to get bids for waxing
- Intern through ARC GLOW- shadow Steven for an hour for cleaning and then do some deeper cleaning as necessary.
- 2024 Budget Transfers- not voting on transfer of funds because any surplus goes into a fund balance. Auditors are finishing the fiscal year of 2024. According to town, this is not something that needs to be voted on- if we have a cost for something, we just do it. Then at the end of year, if needed, any overages will be pulled from balanced fund. Agenda item tabled until next meeting for clarification.
- Copy of apology letter that was sent to the patron for board to read. The board welcomed the patron to attend a board meeting if they don't feel an issue has been resolved.
- Hemlock Fair extended an invitation to table. It does not have to be staffed the entire time. Sign up genius for a couple of hour blocks for staff, board members, and friends of the library.
- Compliments- love the library!
- Earth Day- display to be given to DEC, who wants to highlight libraries.
- Small glitch on the sensor- courtside door- not latching. Shamika is looking into a fix.

Old Business

- Trustee Training / Sexual Harassment/ Workplace violence
- Trustee position- applications from Jill H. and Michael W.
 - reviewed applications
 - Mae makes motion to contact Michael W. to see if he is still interested; Seconded by Rick. Motion passed.

New Business

- IMLS Federal Library Funding Halted - Call to Action (ALA/NYLA)
(<https://www.nyla.org/advocacy>)

Committee Updates- none

- **Strategic Planning** (Christine, Liz, Mary, Mae)
- **Personnel** (Christine, Liz, Tammy)
- **Building & Grounds** (Brian, Rick)
- **Policy** (Christine, Denise, Cori)
- **Publicity** (Christine)

Adjournment

Motion made to adjourn meeting made by Christine; seconded by Mae. Motion passed. Meeting adjourned at 7:52pm.

Note: additional meeting materials are available upon request.

Next Board Meeting: May 13, 2025 at 7:00 PM