

MINUTES
REORGANIZATION/REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES
JULY 12, 2006

Trustees present: Alessio, Spadafore, Dunstone, Fulmer, Spado, Welcher, and Dodge.

Staff: Dailey, Director, and Morgan, Clerk to the Board.

Others: Staff.

Guest: Nick Signorelli, Ashley McGraw Architects.

Reorganization meeting 2006/2007

Alessio called the Reorganization Meeting of the Board of Trustees, July 12, 2006, to order at 7:30 p.m.

Oaths of office

Alessio administered the Oath of Office to Larry Dunstone and Tim Dodge.

Dunstone will serve a five-year term expiring in 2011. Dodge will serve a one-year term expiring in 2007.

Debbie Mickle, Head of Personnel and Notary Public Officer administered the Oath of Office to George Alessio who will serve a five-year term expiring in 2011.

The Oaths were notarized by Mickle.

Election of officers

Welcher and Dodge, representing the Nominating Committee presented the following slate of officers and appointments for 2006-2007. Spado made a motion to accept the officers as stated. Spadafore seconded.

- Alessio as President
- Spadafore as Vice-President
- Spado as Secretary

On the motion: 7 ayes, 0 nays; motion carried.

Appointments

- Larry Dunstone as Financial Officer
- Dorothy Morgan as Clerk to the Board
- Carol-Anne Mathews as Treasurer
- Sherry Chaar as Internal Auditor
- Syracuse Post Standard as the library's official newspaper
- Elizabeth Dailey as Records Access Officer
- Debbie Mickle as Records Administration Officer

Adopt annual calendar

Fulmer moved and Dodge seconded to adopt the 2006 annual calendar as submitted.

On the motion: 7 ayes, 0 nays; motion carried.

Designate meeting days

Dunstone moved and Welcher seconded to set the Board meetings at 6:30 pm as recommended by the Director. The meetings will be held on the first Wednesday of every month.

On the motion: 7 ayes, 0 nays; motion carried.

Set petty cash-on-hand amount

Spadafore moved and Spado seconded to set the petty cash-on-hand amount at \$100.00.

On the motion: 7 ayes, 0 nays; motion carried.

Set mileage reimbursement rate

Dodge moved and Spadafore seconded to set the mileage reimbursement at 44.5 cents established by the Internal Revenue Service effective 01/01/2006.

On the motion: 7 ayes 0 nays; motion carried.

Approval of Chase and Key Bank

Welcher moved and Fulmer seconded to approve Chase Bank as a depository as well as Key Bank for library funds.

On the motion: 7 ayes, 0 nays; motion carried.

Approve Salary Schedule for 2006/2007

Spadafore moved and Spado seconded to approve the salary schedule as submitted.

On the motion: 7 ayes, 0 nays; motion carried.

President Alessio adjourned the Reorganization Meeting at 7:43 p.m. All were in favor.

Regular Meeting

Call to order

President Alessio called the regular meeting to order at 7:45 p.m.

Salutation to the United States Flag.

Correspondence folder circulated amongst the Board.

Staff Reports

Morgan presented a brief report on her attendance at the American Library Association's Annual Conference held in New Orleans in June 2006.

Agenda Changes

President Alessio stated a need for an Executive Session to be held after the Board Forum to discuss a legal matter with action to follow. Spado moved and Dodge seconded to approve the agenda change. All were in favor.

Consent Agenda

Approval of June 7, 2006, Regular Board Meeting Minutes

Approval of Monthly Bills for June

Fulmer moved and Dunstone seconded to approve the items under Consent Agenda. All were in favor.

Reports to the Board

Treasurer's report

The Board received copies of the June 30, 2006, Expenditure and Revenue report from Morgan. Dunstone reported on the library's financial status.

President's report

Alessio received a letter from OCPL asking for nominations for the Trustee of the Year Award.

The New York Library Association's Annual Conference will be held in Saratoga Springs November 1-4, 2006

Director's report

- The Board received copies of the sign up sheet that listed the schedule of the OCPL and Advisory Board meetings. The trustees were asked to sign up for what meetings they may be able to attend.

- The library has not yet received any grant money for the roof project.
- The library is investigating alternative companies for electric and gas supply.
- Jim Loomis, librarian assistant, has resigned to attend medical school in the Fall. His position will be filled. Joe Pietricola, security guard, has retired. The vacancy will be filled by a custodial position. The Board would like to do something special for Pietricola's retirement.

Items for discussion and action

H.1. Update on roof project with Nick Signorelli

Signorelli presented a set of progress drawings to the Board for its review. The drawings are 85% complete. Once finished, they will be submitted to the New York State Education Department for approval. Discussion followed. Dailey was asked to get more information from the Village about the planned installation of the handicap ramp on Tulip Street.

H.2. Policies for Second Reading

- Corporate Sponsorships & Affiliate Agreement

Fulmer moved and Dunstone seconded to approve the policy for second reading and final adoption.

On the motion: 7 ayes, 0 nays; motion carried

- Open Forum

Dunstone moved and Welcher seconded to approve the policy with the recommended changes for second reading and final adoption.

On the motion: 7 ayes, 0 nays; motion carried.

H.3. Staff Development Day

Dodge moved and Welcher seconded to approve closing the library on November 10, 2006, for Staff Development Day.

Open Forum

No report.

Board Forum

- Spado expressed his opinion that the Carman Community Room should be made available to the Liverpool Community Chorus every Tuesday.
- Welcher commented on the over whelming attendance at a children's program that was held at the library on July 11.

Executive Session

Spadafore moved and Welcher seconded to enter into Executive Session for the purpose of discussing a legal matter with action to follow. All were in favor. Alessio declared an Executive Session at 8:35 pm.

Dunstone moved and Dodge seconded the Board return from Executive Session at 8:51 pm. Dunstone moved and Dodge seconded to appoint Grobosky & McCarthy, LLP as Attorneys of Record. All were in favor.

Spadafore moved and Welcher seconded to adjourn the meeting. All were in favor.

Adjournment

Alessio adjourned the meeting at 8:52 pm

Respectfully submitted,

A handwritten signature in black ink that reads "Dorothy Morgan". The script is fluid and cursive, with the first letter of each name being significantly larger and more decorative than the others.

Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: Wednesday, August 2, 2004, at 6:30 p.m.