

MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY
DECEMBER 3, 2008

Trustees present: Spadafore, Spado, Dunstone, Welcher, Dodge and Scavone

Excused: Alessio

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

Others: Staff members. Patricia Swanson, President of the Friends of the Liverpool Public Library was also in attendance.

A Community Comment Meeting was held before the regular meeting for the purpose of public input on the 2009/2010 budget. Patricia Swanson a Liverpool resident, stated that although she would like to see more money for technology and materials, she felt that the budget needed to be constructed very carefully because of the economy challenges. Spado acknowledged the comment made and responded in agreement.

REGULAR MEETING

A. Call to order

In President Alessio's absence, Spadafore called the meeting to order at 6:35 p.m.

B. Salutation to the United States Flag.

C. Correspondence circulated amongst the Board.

D. Staff Reports: Polly distributed a graphical representation of the people counter.

E. Friends of the Library: Swanson reported that the Friends are working on the Annual Holiday Shopping Extravaganza on December 6. The Friends' Annual Open House will be held on December 12. The Friends are also preparing for the annual magazine and paperback sale to be held on January 10, 2009.

F. No Agenda Changes

G. Consent Agenda

1. Approval of November 5, 2008, Regular Board Meeting Minutes

2. Approval of Monthly Bills for November

3. Appointments: two part time as needed librarians Kathryn Buturla and Lorraine Melita who will begin training in January. Two part time pages Thomas Moskal and Tom Everson will start work in December.

Dodge made a motion and Scavone seconded to approve the Consent Agenda. All were in favor.

H. Reports to the Board

1. Treasurer's report

Dunstone reported on the library's financial status from expenditure and revenue reports received through November 26, 2008.

2. President's report: No report.

3. Director's report

Σ Meetings with Assemblywoman Joan Christensen at the library and Assemblyman Al Stirpe at his office.

- Σ New York Library Association, in dealing with the State's budget impacts, is advocating for libraries in New York State and is encouraging others to write letters or make phone calls to their assemblyperson and Senator in support of the same.
- Σ In response to a question asked by Onondaga County Legislator David Stott regarding who is using the Liverpool Public Library, the OCPL Board of Trustees responded with an action item response. The report showed from an OCPL System view, use of the Liverpool Public Library is similar to and consistent with similar suburban libraries, Liverpool residents dominate checkouts at the library, are the majority of registered patrons at the library, and that most Liverpool Public Library materials go to Liverpool residents.
- Σ Assemblywoman Joan Christensen and Senator John DeFrancisco have been invited to the Friends' Open House. They will be thanked for the grant money received for the library's new roof.
- Σ NYLA (New York Library Association) conference attendance notebook circulated amongst the Board. Dailey attended several workshops on Green Buildings and shared the information with library staff. Work continues on facility improvements. As items are taken care of an updated version of the spreadsheet will be given to the Board at each meeting.
- Σ NYSERDA: the energy audit was completed. Dailey will receive a formal report in February with recommendations of possible energy savings including the cost of each project and possible grants to support projects.

H. Items for Discussion and Action

1. Community Comment Meeting follow up

No further comments.

2. Revising the Donations Policy for First Reading

Spado moved and Welcher seconded to approve the policy for first reading. Discussion followed regarding the addition of a statement to reflect the library's current procedures.

On the motion: 6 ayes, 0 nays; motion carried.

3. First draft of the 2009-2010 budget

Staff continues to critically review the budget as information is received to make the most accurate projections. The Board's recommendations include a tax levy increase of close to zero, use of a fund balance appropriation in the revenues to help make this possible, and an expenditure increase of under 3%.

I. Open Forum

No report.

J. Board Forum

Spadafore asked that Dan Cerniglia, a student from Liverpool High School introduce himself. Cerniglia was in attendance to meet an Advance Placement Government class requirement.

Welcher acknowledged the ease of receiving email attachments in PDF.

Spado commented on the excellent work the staff did at the annual Veterans Program.

K. Executive Session

Vice-President Spadafore stated the need to enter into an executive session for the purpose of the director's evaluation with no action to follow.

Spado made a motion and Dunstone seconded to enter into an executive session for the purpose stated by Spadafore. All were in favor.

The Board entered into an executive session at 7:35 pm.

Dunstone made a motion and Dodge seconded to return from executive session at 8:55 p.m. and adjourn the meeting. All were in favor.

L. Adjournment

Vice-President Spadafore adjourned the meeting at 8:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dorothy Morgan".

Dorothy Morgan

Clerk to the Board of Trustees

NEXT REGULAR BOARD MEETING: Wednesday, January 7, 2008 at 6:30 p.m. in the Carman Community Room.