

**MINUTES  
REGULAR MEETING OF THE  
LIVERPOOL PUBLIC LIBRARY  
AUGUST 5, 2009**

**Trustees present: Spadafore, Alessio, Spado, Dunstone, Welcher, and Scavone**

**Excused: Dodge**

**Staff: Polly, Director and Morgan, Clerk to the Board**

**Others: Staff, M. Toscano, President of the Friends of the Library, and G. Howe, Vice-President**

**REGULAR MEETING**

*A. Call to order*

President Spadafore called the regular meeting to order at 6:30 pm.

President Spadafore administered the Oath of Office to Natalie Scavone. Scavone's term of office will be for five years from 2009 – 2014.

*B. Salute to the United States Flag.*

*C. No correspondence.*

*D. Agenda Changes*

President Spadafore stated the need for an executive session to discuss the Board vacancy. He suggested that the session to be held after Board forum.

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

Spadafore asked for a motion to amend the Agenda to include the Treasurer's Report. Spado made a motion and Scavone seconded to amend the agenda for the purpose stated by Spadafore. All were in favor.

*E. CONSENT AGENDA*

1. Approval of July 1, 2009 Regular Board Meeting Minutes

2. Approval of Monthly Bills for July.

Alessio moved and Spado seconded to approve the Consent Agenda. All were in favor.

*F. REPORTS TO THE BOARD*

1. Friends report:

On behalf of the Friends of the Liverpool Library, Toscano extended a thank you and gratitude to Welcher for her many years of service as a member of the Friends group.

Toscano reported on the Friends' participation in the Salina Bicentennial parade on Sunday August 2. Toscano rode in the library van with Polly and threw candy to the crowd.

2. Staff report: American Library Association's (ALA) Annual Conference held in Chicago on July 8 – 14, 2009 attended by Polly, Morgan, and Richard Fensterer.

Polly reported on the vendor exhibits she visited during the conference speaking to library card printing companies, self-return/sorting vendors, and video/DVD vending manufacturers. Morgan highlighted the national certification program for library support staff that was approved by ALA's Executive Board. The Board expressed its support of this program.

3. Treasurer's report.

The Board received copies of the July 22, 2009 Expenditure and Revenue Reports.

Included were the 2008/09 unofficial year-end and the 2009/10 new fiscal year reports. Dunstone reported on the library's financial status.

4. President's report

On behalf of the Board, Spadafore acknowledged Welcher's four years of service as a library trustee, expressing the Board's loss since she was moving to Baldwinsville and would be unable to serve as a Liverpool trustee. A Certificate of Appreciation was presented to Welcher.

5. Director's report

- Σ Dinner to thank Marlene Ward for her many years of service as Village Mayor. It will be held on August 17, 2009 at 6:00 p.m. at the Barking Gull.
- Σ Maxwell School for Community Link students has agreed to conduct a parking study for the library.
- Σ Ed2Go online course project has its first student.
- Σ Demonstration of a DS Lite "Train Your Brain" Kit.
- Σ Meeting with Nick Signorelli from Ashley McGraw to discuss facility needs specifically windows, steps, heating/air conditioning, and soffits that are in need of repair.

6. OCPL/Advisory Board Meeting

No report.

*G. Items for Discussion and Action*

1. Policies for Second Reading: Inventory and Adopting New Board Policies

Scavone made a motion, seconded by Dunstone to approve the policies for second reading and final adoption. All were in favor.

2. Policy for First Reading: Workplace Violence Prevention

Dunstone made a motion, seconded by Welcher to approve the Workplace Violence Prevention policy for first reading. Discussion followed. All were in favor.

3. Dress Code Information no action requested

Polly discussed a patron complaint regarding an employee's body art. Morgan presented information on what other libraries and other public companies were doing with regards to dress code and employee appearance, in response to a prior Board request. The Board will review further when the revised Employee Handbook is presented, which will include language on personal appearance.

4. Public Library Construction Grant Program

Polly explained the details of a grant application she submitted to OCPL for consideration as part of a \$14 million public library construction grant program. The grant applied would be for public elevator safety upgrades, which could include the staff elevator also, and minor lobby improvements.

Scavone made a motion and Welcher seconded to approve the application of the public library construction grant as submitted by Polly. All were in favor.

*H. Open Forum*

No report.

*I. Board Forum*

No report.

Spadafore invited those in attendance back after the executive session for a reception in honor of Welcher.

*J. EXECUTIVE SESSION*

Spadafore stated the need for an executive session to discuss the Board vacancy. Scavone moved and Dunstone seconded to conduct an executive session for the purpose stated by Spadafore. All were in favor.

Spadafore declared an executive session at 7:21 p.m. Polly and Welcher were excused. Morgan, Clerk to the Board was requested to attend.

Spado moved and Dunstone seconded to return from executive session at 7:50 p.m. All were in favor.

Scavone made a motion seconded by Dunstone to accept Welcher's resignation and to post the vacancy announcement following the usual process. All were in favor.

*K. Adjournment*

Scavone moved and Dunstone seconded to adjourn the meeting. Spadafore adjourned the meeting at 7:51 p.m.

Respectfully submitted,

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

Dorothy Morgan  
Clerk to the Board of Trustees

REGULAR MEETING SEPTEMBER 2.