MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY
APRIL 7, 2010

Trustees present: Spadafore, Spado, Dunstone, Dodge, Scavone, and Ward. Alessio arrived at 6:38 p.m.

Staff: Polly, Director; Morgan, Clerk to the Board.

Others: Staff; M. Toscano, President of the Friends of the Library.

# **REGULAR MEETING**

A. Call to order

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

Spadafore asked for a moment of silence in memory of Patricia Mouton, President of the Liverpool Central School District Board of Education.

B. Salute to the United States Flag.

C. Correspondence circulated amongst the Board.

#### D. Agenda Change

President Spadafore requested an agenda change to include an Executive Session for discussion of personnel and legal matters as they pertain to the budget vote with no action to follow. The session will be conducted after Item F. Reports to the Board. Spado made a motion and Scavone seconded to approve the Agenda Change as requested. All were in favor.

#### E. Consent Agenda

- 1. Approval of March 3, 2010 Regular Board Meeting Minutes and Special Board Meeting Minutes of March 25, 2010.
- 2. Approval of Monthly Bills for March.

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

## F. Reports to the Board

1. Friends report: M. Toscano reported that the Friends' membership is up to 300 members, the White Elephant Sale is May 1, and the March Book Sale raised about \$500.

#### 2. Staff reports

- Sprague reported that students from the OCM BOCES Career Academy and their art teacher decorated the Carman Community Room windows for spring.
- Polly reported on the Leprechaun house that can be found in the Children's Room of the Library. It was paid for by Polly and created by her brother-in-law, Jerry Polly.

#### 3. Treasurer's report.

The Board received copies of the March 31, 2010, Expenditure and Revenue Reports. Dunstone reported on the library's financial status.

# 4. President's report:

President Spadafore reported on his attendance at the Liverpool Central School District's local government breakfast on March 17, 2010. The 2010-2011 Superintendent's Budget Proposal was introduced showing the goals of the school district including the \$10.3 million shortfall and the solutions. Ward, Dodge, and Morgan were also in attendance.

### 5. Director's report: In addition to the written report

- Labor/Management Meeting on April 8, 2010
- LCSD notice of polling place change via Key Communicator email
- Only five people are currently banned from the library
- Polly is trying to build a relationship with the International Center of Syracuse. State Department visitors from China will be touring the library on April 12<sup>th</sup> at 1:30 p.m.
- Joe Spado will represent the library at the Town of Salina Board Meeting on Monday, April 12. He will hand out the event flyer, the annual report, and the budget proposal.

### 6. OCPL/Advisory Board Meeting

No report. Ward is unable to attend the next Advisory Meeting.

#### **EXECUTIVE SESSION**

Spadafore requested an executive session to discuss personnel and legal matters as they relate to the 2010-2011 fiscal budget. Scavone made a motion and Dunstone seconded to enter into executive session for the purposes stated by Spadafore. All were in favor. The Board entered into executive session at 6:53 p.m.

Ward made a motion and Dodge seconded to return from Executive Session at 7:43p.m. All were in favor.

#### G. Items for Discussion and Action

1. New York State Annual Report

Scavone made a motion and Spado seconded to accept the policy as submitted. All were in favor.

#### 2. Surplus list

Ward made a motion and Spado seconded to approve the surplus list as submitted. All were in favor.

### 3. Feasibility Study for new drive-up book window

Clough Harbour & Associates submitted a proposal to the Library for Engineering and Architectural Services associated with updating the Master Plan study for the Tulip Street branch renovation and expansion completed by CHA in 2002. This study will include review of options for development of a new drive-up book window location in the adjacent parcel of land to the east.

The Board was very interested in the proposal. They were in agreement to wait and see how the budget vote turns out.

## 4. SED approval for library windows:

Ashley McGraw Architects submitted a verbal quote, and Clough Harbour & Associates submitted a written proposal to the Library for Engineering and Architectural Services associated with replacement of the exterior window systems including costs to prepare State Education Department (SED) submission approvals.

Scavone made a motion and Spado seconded to authorize the Director and the Business Manager to move forward with the SED approval, and choose the best proposal from the architect of choice. All were in favor.

#### 5. 2010-2011 draft budget

Spado made a motion and Scavone seconded to approve a budget with a 1.03% increase in tax levy using \$180,000 fund balance appropriation in Revenues. The expenditure increase is .77%. On the motion: 6 ayes, 1 nay (Dunstone); motion carried.

Spado was excused at 8:05 p.m.

P. Sprague announced that National Library Week is April 11-18, 2010.

### I. Board Forum

- Dodge acknowledged that the online reservation for Media Bank is excellent.
- Dunstone informed that Board that at a meeting held at the library with Kati Phillips, Assistant Superintendent, Ward, Morgan and himself the question was raised by Dunstone regarding the tax certiorari notice and whether there were any legal requirements that may have changed that caused this payment requirement from the library.

# K. Adjournment

Dodge made a motion and Ward seconded to adjourn the meeting. All were in favor. President Spadafore adjourned the meeting at 8:13 p.m.

Respectfully submitted,

Dorothy Morgan

Clerk to the Board of Trustees

Dorothy Morgan

Regular Meeting: May 5 @ 6:30 P.M.