

**LIVERPOOL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Liverpool Public Library - CCR
May 7, 2003**

Trustees present: Fulmer, Alessio, Ward, Spadafore, Spado and Berryhill.

Excused: Dunstone

Staff: E. Dailey, Director; Morgan, Clerk to the Board.

Others: public and staff

Before the regular meeting a public hearing was called to order by President Fulmer. The purpose was to discuss the Acceptable Internet Use Policy for the Liverpool Public Library. In order for the library to apply for the E-rate discount it was required to hold a public hearing and have a current Internet Use Policy. No discussion followed. Ward motioned and Spado seconded to close the public hearing at 7:03 p.m. All were in favor.

Regular Meeting

President Fulmer called the meeting to order at 7:05 p.m.

Salutation to the United States Flag

Staff Reports

Sprague

press clippings were circulated

S.U. Intern Jinhyung Suk will be shadowing staff in May and June. She is completing a masters in library science.

Upcoming programs being held at the library:

- * Decision Making Day, May 8 – statewide program sponsored by the New York State Bar Association Elder Law Section focusing on Living Wills, Health Care Proxies and other relevant legal issues.
- * Used Cookbook and Bake Sale, May 10
- * Daily Experience of the Union Soldier, May 10 – presenting historic and interactive demonstrations

Consent Agenda

Approval of April 2, 2003, Regular Board Meeting Minutes.

Approval of monthly bills for April.

Approval of transfers as requested.

Spado moved and Spadafore seconded to approve the items under Consent Agenda.

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

Reports to the Board

Treasurer's report

No new approved revenue or expenditure reports received from the school district since November 30, 2002.

Director's report

In addition to the written report:

- The Board was mailed copies of the Privacy Policy and Procedures for the Liverpool Public Library Web Site
- April statistics were down due to three days of being closed due to power failures and Easter Sunday.
- The Board received copies of letters from Armond Cannella and Robert Freeman. Robert Freeman is the Executive Director from the State of New York Department of State Committee on Open Government.

OCPL & Advisory Board

Patricia Mautino, OCPL Trustee, will be in attendance at the June Board Meeting as OCPL's liaison to the library.

OCPL Automation Committee

Jean Armour Polly reported on Gaylord's Polaris Integrated Library System.

Items for Discussion and Action

Budget vote results

The April 22, 2003, budget vote was defeated. Berryhill moved and Ward seconded that the summary of results be attached to the Minutes. All were in favor. Discussion followed regarding what the next steps could be.

- having/not having another budget vote
- limiting polling locations to save money
- cutting library hours pros and cons
- closing on Sundays pros and cons
- voting with the school district
- educating the community more

Dailey pointed out things that the library has already done and her perspective on future steps for the 2003-04 fiscal year.

- not filling two part-time clerical positions
- temporary freeze of part of the funds designated for library materials and supplies for the new fiscal year until the retirement bill is received
- no cuts on conference, continuing education or mileage reimbursement
- stronger use of technology which will reduce repetitive tasks
- positions have already been eliminated and we will not fill future clerical vacancies
- stopping certain collections i.e. toys and circulating software for adult (done)
- fax services will be phased out
- making the public computer lab less dependent on staff by using more technology
- automated self-payment systems for printing and bookings
- focusing on other revenue streams, fund-raising campaigns, etc.
- looking for private funding for the continuation of the Liverpool Legends

First reading of the Acceptable Use Policy for the Internet

Ward moved and Spadafore seconded to approve for first reading the policy as submitted.

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

Open Forum

- Armond Cannella felt that the budget should be tighter.

- Richard Ward felt that in the future the Board should respond immediately to any misleading statements that appear in the newspapers about the library.
- Sue Garavelli felt that the business community in Liverpool should have done more to support the library's budget.
- Jane Librizze, Baldwinsville patron, complimented the library's clerical staff.

Board Forum

The Board discussed posting a simple rule about the procedures for speaking during the open forum. This rule could state that if members of the public are invited to speak during open forum that their comments be relevant to the actual Board Meeting and that the Board does not have to participate in a dialog with the individual(s).

Fulmer asked Dailey to make arrangements with Robert Freeman to present a workshop for staff, Board and the public to discuss Freedom of Information.

Executive Session

President Fulmer stated that the Board had need to enter into executive session for the purpose of a personnel issue with action to follow.

Spadafore moved and Berryhill seconded to enter into executive session for the purpose stated by Fulmer. All were in favor. D. Mickle, Head of Personnel, was asked to attend. An executive session was declared at 8:35 p.m.

Berryhill moved and Ward seconded the Board return from executive session at 8:48 p.m. Spadafore moved and Ward seconded that the Board authorize the director to accept the severance agreements as negotiated upon by the Collective Bargaining Unit and Management subject to legal counsel's revisions.

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

Adjournment

Spadafore moved and Spado seconded to adjourn the meeting at 8:50 p.m. All were in favor. Fulmer adjourned the meeting at 8:50 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: June 4, 2003 @ 7:00 p.m.