

**MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY
DECEMBER 1, 2010**

**Trustees present: Spadafore, Spado, Dunstone, Dodge, Scavone, and Ward.
Alessio arrived at 8:13 p.m. during the Executive Session.
Staff: Polly, Director; Morgan, Clerk to the Board
Others: staff members**

A Community Comment Meeting was held to give the community members of the Liverpool Central School District an opportunity to offer their thoughts and ideas on what services, programs, and materials they would like the library to focus on in the 2011-2012 budget. No comments were made from those in attendance.

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG.

C. CORRESPONDENCE

Correspondence circulated amongst the Board.

D. AGENDA CHANGES: No changes.

E. CONSENT AGENDA

1. Approval of October 6, 2010, Regular Board Meeting Minutes
2. Approval of Monthly Bills for October and November.

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

F. REPORTS TO THE BOARD

1. Friends report: No report from the Friends. Polly and trustees commented on how successful the Buy Local event was on November 14th as well as Ralph D'Mello's 25th Arts Alive Concert on November 7th.

2. Staff reports: No report.

3. Treasurer's report: The Board received copies of the November 26, 2010, Expenditure and Revenue Reports. Dunstone reported on the library's financial status.

4. President's report: Spadafore reported that he was in receipt of a letter from Eric Hopper, LCSD high school student asking for consideration of headphones and/or captions on the television in the Teen Room. It was a school assignment to suggest an improvement in the library.

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

- Polly received the new Library Charter with the revised changes in the wording.
- Donation in memory of Cecile Rosenthal from her daughter's company in New York City.
- The passing of Cultural Resources Council Program Director Mark J. Wright.
- Available at LPL soon: Freegal (Free & Legal) music downloading, featuring a 500,000-track SONY catalog.
- ChiliFresh reviews have been added to the library catalog by LPL. It is an interactive addition to Polaris that engages patrons to write reviews and rate materials in the library catalog. The Library will also be adding Novelist Select to the Polaris catalog. It helps patrons find "read-alikes" for their favorite authors, and provides the link from our Novelist database to the Polaris catalog itself--one-stop shopping should help connect our materials to readers.
- Veterans Appreciation Day at the library was very successful. The new Veterans DVD was premiered.
- The library is holding a free workshop on how to fold an origami paper crane on December 16th. The library hopes that the community will eventually make 1,000 cranes to send to the peace memorial in Hiroshima, Japan.
- Beginning December 1 the library will be accepting passport applications on behalf of the U.S. Department of State. Appointments are required.

6. OCPL/Advisory Board Meeting: Ward received the Minutes of the October 12, 2010 OCPL Advisory Council Quarterly Meeting that was held at Onondaga Free Library. Discussion followed. Tim Dodge was one of two candidates who came highly recommended to be considered as a representative on the OCPL Board of Trustees.

G. ITEMS FOR DISCUSSION AND ACTION

1. Policies for First Reading

American Library Association's Code of Ethics

Dodge made a motion and Ward seconded to accept ALA's Code of Ethics for First Reading. All were in favor. Dodge accepted Spado's friendly amendment to revise some wording at the beginning of the policy. All were in favor of the amendment. Policy was approved for First Reading with the recommended change.

Credit Cards

Dunstone made a motion and Dodge seconded to accept the Credit Card Policy for First Reading. All were in favor. Policy was approved for First Reading.

Freedom of Information (FOIL)

Scavone made a motion and Ward seconded to accept the FOIL Policy for First Reading. Discussion followed relative to the New York State Public Officers Law sections 84-90. All were in favor. Policy was approved for First Reading.

2. Discussion of 2011-2012 Budget

The Board discussed its goals, considerations, and recommendations for the 2011-2012 fiscal budget. Morgan was asked to prepare several different budgets starting with a -1% to a 5% increase in the tax levy. Discussion followed regarding the concerns over the high retirement projections, health benefits, and continuation of services.

3. Fine Amnesty for Veterans

Scavone made a motion and Dodge seconded to approve waiving accrued library fines on the library cards of U.S. veterans. Scavone accepted a friendly amendment to approve these fines with no exception for anyone serving in the military with no expiration date. The amendment was accepted.

On the motion: 5 ayes, 1 abstention "Dunstone – (Vietnam Veteran)"

H. OPEN FORUM: A. Napier, CSEA Union President mentioned that preparing a zero percent budget and continuing current services can be difficult leading to a morale issue. Napier emphasized that the library is a community service center with staff being its greatest asset. He asked the Board to keep this in mind when developing the budget for 2011-2012.

I. BOARD FORUM: No report.

J. EXECUTIVE SESSION: Spadafore stated the need for an executive session to discuss a personnel matter with no action to follow. Dunstone made a motion and Ward seconded to enter an executive session for the purpose stated by Spadafore. All were in favor. Spadafore declared an executive session at 7:30 p.m. asking Polly and Morgan to remain.

Scavone made a motion and Spado seconded to return from executive session at 8:23 p.m.

Alessio made a motion and Scavone seconded to adjourn the meeting. All were in favor.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:23 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees

REGULAR MEETING JANUARY 5, 2011