

**MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY
JANUARY 5, 2011**

**Trustees present: Spadafore, Spado, Dunstone, Dodge, Scavone, and Ward.
Excused: Alessio arrived at 7:55 p.m. during the Executive Session
Staff: Polly, Director; Morgan, Clerk to the Board
Others: staff members; Mary Toscano, President of the Friends of the Library**

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG.

Alan Napier led the Board in the Salute to the Flag.

C. CORRESPONDENCE

Correspondence circulated amongst the Board.

D. AGENDA CHANGES: No changes.

E. CONSENT AGENDA

1. Approval of December 1, 2010, Regular Board Meeting Minutes

2. Approval of Monthly Bills for December.

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

F. REPORTS TO THE BOARD

1. Friends report:

- Toscano reported that the Super Snow Magazine and Paperback Sale will be held on Saturday, January 8 in the CCR from 10:00 a.m. to 3:00 p.m.
- The Friends are averaging about two thousand dollars a month in Lobby Sales.
- The Holiday Extravaganza was very successful.
- The Friends donated a check to the library in the amount of \$20,000, just in time for the 2010 holidays.

The Board acknowledged the dedication and hard work of the Friends.

2. Staff reports: No report.

3. Treasurer's report: The Board received copies of the December 30, 2010, Expenditure and Revenue Reports. Dunstone reported on the library's financial status.

4. President's report: Spadafore and the Board specifically acknowledged the work of Dorothy Morgan, in addition to the work of the Director, on the preparation of the various budgets that were requested at the December Board Meeting.

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

- New Ereader flyer with information on OverDrive, and how to install OverDrive ebooks and Audiobooks on the Sony eReader, Barnes & Noble Nook, the Borders Kobo, and the Apple iPad.
- Freegal handout with information on what it is and how to use it. The staff has been working on troubleshooting some concerns, which will soon be corrected.
- The library's quarterly newsletter has been mailed out courtesy of the Friends of the Library. D. Towlson, Head of the Community Relations Department, and department staff were responsible for the production of the newsletter.
- You've Been Spotted Award and Dolores Turcotte Customer Service Award Ceremonies will be held on Wednesday, January 12 at 3:00 p.m. in the CCR.
- Dedication of the Pat Mouton Memorial Library will be held on Monday, January 10 at the Liverpool High School Library from 6:00 to 7:00 p.m.
- Library Trustees Association of New York State introduced its new website www.LibraryTrustees.org

6. OCPL/Advisory Council Meeting

Dodge received a call from Elizabeth Dailey, OCPL Executive Director, notifying him that the county executive's office is sending his name to the legislature for an open seat on the OCPL Board. Dailey expects the legislature to confirm his nomination on January 18.

Any trustee interested in serving on the Advisory Council should let Spadafore know.

G. ITEMS FOR DISCUSSION AND ACTION

1. Policies for Second Reading and final adoption

American Library Association's Code of Ethics

Dodge made a motion and Spado seconded to accept ALA's Code of Ethics for Second Reading. All were in favor. Policy was approved for Second Reading and final adoption.

Credit Cards

Dunstone made a motion and Spado seconded to accept the Credit Card Policy for Second Reading. All were in favor. Policy was approved for Second Reading and final adoption.

Freedom of Information (FOIL)

Scavone made a motion and Dunstone seconded to accept the FOIL Policy for Second Reading. All were in favor. Policy was approved for Second Reading and final adoption.

2. Policies for First Reading:

- Request for Reconsideration Policy

Ward made a motion and Scavone seconded to approve the Reconsideration Policy for First Reading with the recommended changes. All were in favor.

- ALA's Bill of Rights

Dunstone made a motion and Dodge seconded to uphold ALA's Bill of Rights Statement as a Board Policy for First Reading. All were in favor.

- ALA's Freedom to Read Statement

Dodge made a motion and Spado seconded to uphold ALA's Freedom to Read Statement as a Board Policy for First Reading. All were in favor.

- ALA's Freedom to View Statement

Ward made a motion and Dunstone seconded to uphold ALA's Freedom to View Statement as a Board Policy for First Reading. All were in favor.

3. Discussion of 2011-2012 fiscal budget

As requested, the Board received various budgets for review. Discussion followed. The Board's top concern is the overall tax impact in view of higher retirement projections and lower revenues.

H. OPEN FORUM:

- A. Napier asked if the library could save some money in not mailing some of our brochures/newsletters/flyers to everyone on our mailing list since so many patrons already come in to the library and could pick up the brochures here. The general response from the Board was that although many people visit the library not everyone is aware of all the programs and services that are highlighted in these informative newsletters. In addition, the Friends pay for the postage.

- A. Napier asked if there would be any cost savings if library hours were changed. The response was that generally changes in library hours are not a solution in themselves, but are a side effect of staff reductions. The Board thanked Napier for his suggestions and welcomed any ideas from the public/staff as they relate to budgetary issues.

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. Spado 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 7:44 p.m. Polly and Morgan were asked to attend.

Scavone made a motion and Spado seconded to return from executive session at 8:05 p.m. and adjourn the meeting. All were in favor.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Dorothy Morgan

Dorothy Morgan
Clerk to the Board of Trustees

REGULAR MEETING FEBRUARY 2, 2011