

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
CARMAN COMMUNITY ROOM
MARCH 6, 2013**

Trustees present: Spadafore, Alessio, Spado, Dunstone, Dodge, Scavone, and Ward
Staff: Polly, Director; Morgan, Clerk to the Board
Others: Staff; Liz Krisanda and Ronald Barrows from The Barrows Group, Fundraising and Development Consultants.

REGULAR MEETING

A. CALL TO ORDER

Spadafore called the regular meeting to order at 6:31 pm.

B. SALUTE TO THE FLAG: Liz Krisanda was asked to lead the Board in the salutation to the Flag

C. CORRESPONDENCE: no correspondence.

D. AGENDA CHANGES: Spadafore called for an Agenda Change to move the consultants' presentation report before Item F. Reports to the Board.

Ward moved and Spado seconded to approve the Agenda change as requested by Spadafore. All were in favor.

E. CONSENT AGENDA

1. Approval of February 6, 2013 Regular Board Meeting Minutes and Special Board Meeting Minutes of February 20, 2013

2. Approval of Monthly Bills for February

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

Liz Krisanda and Ronald Barrows made a presentation to the Board about what services the company could offer the library regarding strategic planning, retreats, fundraising strategies, and other needed services.

F. REPORTS TO THE BOARD

1. Treasurer's report.

Morgan reported on the library's financial status based on the expenditure and revenue reports through February 25, 2013.

4. President's report:

-Spadafore informed the Board that two government officials used our meeting room to meet with the public in regard to the proposed State budget.

Feb 7: Assemblyman Sam Roberts, who represents the towns of DeWitt, Onondaga, and Salina.

March 1: former Syracuse mayor Matt Driscoll, representing Governor Cuomo's office.

- Spadafore and Scavone attended the Chocolate Discovery Program on February 11th. Both trustees thought it was a very good program and thanked librarian assistant Cindy Hibbert for doing such a great job.

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

- Country Gentleman Kitchen and Bath Remodeling, Inc will soon renovate the public men's bathroom.

- Staff Development Day on April 24th featuring Warren Graham also known as the "Black Belt Librarian." He is doing half-day workshops for the library and the Cultural Library Resources Council (CLRC). The library will be sharing his travel and presentation expenses with CLRC.

- Polly reported on upcoming Tween programs being held at the library: Box Punks, a paper folding program; and Making Holiday Baskets to Donate.

- Bob Varney has donated \$2500 to the library specifically for children's science programs in memory of his wife, Bobbi. The donation will be used for a Lego Robotic program series to serve about 40 children, to be presented by Librarian Keith Gatling.

- Book Club in a Bag is new to the library: Alan Napier, librarian assistant who was in attendance, explained the contents of the bag and how the bags will circulate.

6. OCPL/Advisory Board Meeting: Dodge reported on the February OCPL Board Meeting.

G. ITEMS FOR DISCUSSION AND ACTION

1. Board Policy for Second Reading: Adopting New Board Policies

Dodge made a motion and Ward seconded to approve the Adopting New Board Policies for second reading and final adoption. All were in favor.

2. Policy for First Reading: Security Camera Policy

The policy is new to the list of Board policies. The library's attorney was asked to review the Library's draft as to whether the proposed terms were appropriate. Discussion followed regarding how long the library maintains copies of recordings.

Spado made a motion and Dodge seconded to approve the Security Camera Policy for First Reading. All were in favor.

The Retention Policy will be deleted from the list of Board policies since it is integrated in the Security Camera Policy.

3. Director's Budget Proposal for 2013-2014

The Board received a third draft of the proposed 2013/2014 budget. Questions were asked concerning specific lines and how amounts were derived at. The trustees will adopt the budget at its April 3, 2013 Board meeting.

H. OPEN FORUM: no report

I. BOARD FORUM: Spadafore announced that Assemblyman Al Stirpe is hosting a Women of Distinction Awards Ceremony in Fayetteville on March 23.

J. EXECUTIVE SESSION

Spadafore requested the need for an executive session for discussing a personnel matter with no action to follow. Ward made a motion and Spado seconded to enter into an executive session for the purpose stated by Spadafore. All were in favor. Polly remained. Morgan was excused. The Board entered into executive session at 7:45 p.m. Polly was later excused.

Dodge made a motion and Spado seconded to leave executive session and adjourn the meeting at 8:00 pm.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:00 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees