

**MINUTES  
REGULAR MEETING  
LIVERPOOL PUBLIC LIBRARY  
AUGUST 7, 2013**

**Trustees present: Scavone, Dodge, Spadafore, Alessio, and Ward  
Excused: Spado and Dunstone  
Staff: Polly, Director and Morgan, Clerk to the Board  
Others: Staff member A. Napier**

**REGULAR MEETING**

**A. CALL TO ORDER**

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

**B. SALUTE TO THE FLAG**

**C. CORRESPONDENCE:** correspondence circulated amongst the Board

**D. AGENDA CHANGES:** no changes

**E. CONSENT AGENDA**

1. Approval of July 10, 2013 Regular Board Meeting Minutes

2. Approval of Monthly Bills for July.

Spadafore moved and Ward seconded to approve the Consent Agenda. All were in favor.

**E. REPORTS TO THE BOARD**

1. Staff Report: Regina Fredericks, Coordinator of Information Services, highlighted various aspects of her work including reference responsibilities and electronic database and magazine ordering. She demonstrated Zinio, a new library service that offers complete issues of popular magazines that you can download and read just as you see them in print.

2. Treasurer's report.

The Board received copies of expenditure and revenue status reports for the current 2013-2014 fiscal year and the unofficial 2012-2013 fiscal year end. In Dunstone's absence, Morgan reported on the library's financial status.

4. President's report: Scavone

- recognized Dodge as incoming Vice-President and welcomed his assistance.

- pointed out the August edition of *Family Times* magazine showing a picture of the staff from Liverpool Library receiving the People's Choice Besties Award for Best Library.

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

- Thursday, August 15 Dinosaur Candy Land Program starting at 2:00 p.m.

6. OCPL/Advisory Board Meeting: No report.

**G. ITEMS FOR DISCUSSION AND ACTION**

1. Scheduled Closings for 2014

At the July 10 Reorganization/Regular Board Meeting a motion was approved to accept the Scheduled Closing Calendar as submitted, to be amended at a later time if necessary. The collective bargaining unit had requested consideration from the Board to close the library the day before Memorial Day Sunday May 25 and at 5:00 pm on Wednesday November 26 the day before Thanksgiving, both dates in 2014.

The Board received correspondence from the library's attorney regarding the issue of whether a union's request to close the Library on certain days is a mandatory subject of bargaining in the context of contract negotiations. Discussion followed. Spadafore made a motion and Alessio seconded to approve closing the library on Sunday May 25 and offer normal business hours the day before Thanksgiving.

All were in favor.

2. Policies for First Reading:

### Borrower Cards

Ward made a motion and Spadafore seconded to approve the Borrower Card Policy for First Reading. All were in favor.

### Emergencies in the Library

Spadafore made a motion and Ward seconded to approve the Emergencies in the Library Policy for First Reading. All were in favor.

### Exhibit Spaces & Bulletin Boards

Spadafore made a motion and Ward seconded to approve the Exhibit Spaces & Bulletin Boards Policy for First Reading. All were in favor.

### Remote Patron Access to Databases

Spadafore made a motion to remove the policy from the Board list of policies. Ward seconded the motion. All were in favor.

### 3. Public Library Construction Act Grant

Polly submitted two proposals for consideration as possible Public Library Construction Act grant projects. Spadafore made a motion and Alessio seconded to approve submitting the public security cameras proposal for this year's Grant. All were in favor.

Ward made a motion and Spadafore seconded to approve a matching expenditure of no greater than 50% of the cost of the project not to exceed \$5,000 for the Public Library Construction Act Grant. All were in favor.

H. OPEN FORUM: A. Napier, on behalf of the staff thanked the trustees for their consideration in closing the library the Sunday before Memorial Day.

I. BOARD FORUM: Spadafore reported on Senator DeFrancisco's visit to the library on July 29 and the program he attended that followed on Discover the Erie Canal Park. Spadafore attended Kate Grosso's retirement party on July 30<sup>th</sup>.

### J. EXECUTIVE SESSION

Scavone stated the need to enter into an executive session for a personnel matter (director's evaluation) with no action to follow. Ward moved and Alessio seconded to enter into an executive session for the purpose stated by Scavone. Scavone called an executive session at 7:15 p.m. All were in favor. Morgan was excused.

Alessio made a motion and Ward seconded to leave executive session at 8:10 p.m. All were in favor.

### J. ADJOURNMENT

Ward made a motion and Alessio seconded to adjourn the meeting. All were in favor. Scavone adjourned the meeting at 8:11 p.m.

Respectfully submitted,



Dorothy Morgan  
Clerk to the Board of Trustees