

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
SEPTEMBER 4, 2013**

**Trustees present: Scavone, Dodge, Spado, Dunstone, Spadafore, Alessio, and Ward
Staff: Polly, Director and Morgan, Clerk to the Board
Others: Y. Hewitt, Barrows Group Consultants**

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: no correspondence

D. AGENDA CHANGES: Scavone stated the need for an agenda change to include an executive session to follow the Board Forum. Spado made a motion and Spadafore seconded to approve the agenda change as requested. All were in favor.

E. CONSENT AGENDA

1. Approval of August 7, 2013 Regular Board Meeting Minutes
2. Approval of Monthly Bills for August.

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

E. REPORTS TO THE BOARD

1. Staff Report: Stephanie Zwolinski, Coordinator of Computer Services, highlighted various aspects of her department's work including network, infrastructure, MediaBank, and Polaris responsibilities. She demonstrated the newest initiative Roku Boxes for Netflix. Laurel Griffith, SU intern, will be helping on a special Local History Project.

2. Treasurer's report.

The Board received copies of expenditure and revenue status reports through August 2013. Dunstone reported on the library's financial status.

4. President's report: Scavone commended the staff on the newest program guide that included different and innovative programs. Scavone reminded everyone of The Really Big Book Sale at the end of September.

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

- Latest NYS Public Library Construction grant for the security cameras was completed and mailed.

- Ballantyne Gardens finished the wildlife habitat garden on the adjacent lot. The garden has been officially certified through the National Wildlife Association as a wildlife habitat garden. Polly is donating the certification plaque that will be mounted on the side of the library's building.

6. OCPL/Advisory Board Meeting: no report.

G. ITEMS FOR DISCUSSION AND ACTION

1. Policies for Second Reading

Borrower Cards

Ward made a motion and Spado seconded to approve the Borrower Card Policy for Second Reading and final adoption. All were in favor.

Spadafore made a motion and Spado seconded to approve the Emergencies in the Library Policy for Second Reading and final adoption. All were in favor.

Exhibit Spaces & Bulletin Boards

Ward made a motion and Spado seconded to approve the Exhibit Spaces & Bulletin Boards Policy for Second Reading and final adoption. All were in favor.

2. Policies for First Reading:

Open Forum

Spadafore made a motion and Dunstone seconded to approve the Open Forum Policy for First Reading. All were in favor.

Conflict of Interest

Spado made a motion and Spadafore seconded to approve the Conflict of Interest Policy for First Reading. All were in favor.

3. Barrows Group Proposal

The Board received copies of a proposal to assist the library in revising the current Long Range Plan. Ron Barrows and Elizabeth Krisanda from the Barrows Group were present to answer some questions involving the services offered as they relate to the proposal.

H. OPEN FORUM: No report.

I. BOARD FORUM: Ward asked if the Board should consider developing a policy that prohibits an ex-employee from running for an elected library board seat for a period of time after retirement/dismissal/resignation.

The director was asked to check with the library's attorney and report back.

J. EXECUTIVE SESSION

Scavone requested an executive session for the purpose of discussing the Barrows Group Proposal with possible action to follow. Spadafore made a motion and Spado seconded to enter in an executive session at 7:20 pm for the purpose stated by Scavone. All were in favor.

Dunstone made a motion and Spadafore seconded to leave executive session. No action followed. All were in favor.

J. ADJOURNMENT

Spadafore made a motion and Dunstone seconded to adjourn the meeting. All were in favor. Scavone adjourned the meeting at 8:01 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees