

LIVERPOOL PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 5, 2005

Trustees present: Fulmer, Alessio, Ward, Dunstone Spadafore and Berryhill

Excused: Spado

Staff: Dailey, Director, and Morgan, Clerk to the Board.

Others: staff

**Regular Meeting**

*Call to order*

President Fulmer called the meeting to order at 7:10 p.m.

Salutation to the United States Flag

Correspondence folder circulated amongst the Board.

*Consent Agenda*

Approval of December 1, 2004, Regular Board Meeting Minutes

Approval of Monthly Bills for December

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

*Reports to the Board*

Treasurer's report

No changes since September's expenditure and revenue report.

President's report

Fulmer acknowledged the local history lecture series that will be offered by the Liverpool Public Library and presented by Joyce Mills. This was a result of a Heritage Grant that Judy Rossoff wrote in October. The series will focus on the salt making industry, the willow basket industry and Onondaga Lake amusement parks.

Director's report

- Handicap accessibility project will start January 7 on the two public bathrooms. The contractor is Orwell Enterprises.
- Vacant part-time clerical position being replaced by adding needed page hours
- On January 20, 2005, David Fulton, librarian from Liverpool Public Library will be using Panera Bread's wireless network and a laptop computer to answer reference questions from 9-11 a.m. He will show the library's Web site and how to use it to gain access to all sorts of information including the library's research databases. The Director will be there signing up people for library cards.
- PR plan for getting out the budget vote. A Steering Committee Meeting will be held on January 26 at 6:30 pm to brainstorm ideas.

OCPL & Advisory Board

No report

*Items for discussion and action*

Appointment of new Treasurer for the Library

Dunstone moved and Spadafore seconded to approve the appointment of Carol-Anne Mathews as the Treasurer for the library. Carol is the new Liverpool Central School District Treasurer.

On the motion: 6 ayes, 0 nays; motion carried.

Review of revised draft budget 2005-06

Jean Armour Polly explained how the library intends to use the hardware line for needed public and staff computers, replacement computers and laptops, as well as necessities for the network. Polly pointed out that the Print Management System has already paid for itself within a year. Discussion followed pertaining to increases in specific budget lines including Personnel. The Board expressed concern over how other companies are dealing with the high cost of health insurance and retirement.

The Board will approve a proposed budget in February.

Review of lighting proposal

The Board received a revised lighting proposal summary that included costs for materials and installation from Power Management Company. The proposal showed substantial energy savings as well as improvements in the lighting levels and reductions in maintenance expense. The library will be working with GE products that Grainger sells. Grainger is on state contract.

Spadafore moved and Ward seconded to approve this proposal and use the fund balance to cover the cost.

On the motion: 6 ayes, 0 nays; motion carried.

Review of the Facility Use Policy

Ward moved and Spadafore seconded to accept the policy for First Reading with the recommended changes as submitted.

On the motion: 6 ayes, 0 nays; motion carried

Interior Improvement Plan

The Board discussed the proposed plan. Berryhill moved and Spadafore seconded that the library hire a project manager to enter into a design phase in order to get a quote for the project. The library will seek the professional services of Clough Harbour for the proposed project.

On the motion: 6 ayes, 0 nays; motion carried

First Reading of the Circulation Policy

Spadafore moved and Berryhill seconded the policy be accepted for First Reading. Discussion followed.

On the motion: 6 ayes, 0 nays; motion carried

Ward moved and Spadafore seconded to approve the Reduction of Outstanding Library Charges Plan.

On the motion: 6 ayes, 0 nays; motion carried

*Board Forum*

Spadafore was concerned over the community's perception of the use of fund balance for the proposed interior improvement plans.

Board members asked what the library could do to assist with tsunami relief.

*Adjournment*

Ward moved and Spadafore seconded that the Board adjourn the meeting. All were in favor.

President Fulmer adjourned the meeting at 8:23 pm

Respectfully submitted,

A handwritten signature in black ink that reads "Dorothy Morgan". The signature is written in a cursive, flowing style.

Dorothy Morgan  
Clerk to the Board of Trustees

**Next Regular Board Meeting: Wednesday, February 2, 2005 @ 7:00 pm**