

**REGULAR MEETING MINUTES
LIVERPOOL PUBLIC LIBRARY
AUGUST 3, 2011**

Trustees present: Spadafore, Alessio, Dunstone, and Scavone.

Excused: Spado, Dodge, and Ward.

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

Others: Staff, M. Toscano, P. Swanson, Co-Presidents of the Friends of the Library, and Sarah Heukrath, member of the public.

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG

Ms. Heukrath let the Board in the Salute To the Flag

C. CORRESPONDENCE: No correspondence

D. AGENDA CHANGES: No changes

E. CONSENT AGENDA

1. Approval of July 6, 2011 Reorganization/Regular Board Meeting Minutes

2. Approval of Monthly Bills for July.

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

F. REPORTS TO THE BOARD

1. Friends report - M. Toscano:

- Co-President Patricia Swanson was in attendance. P. Sprague, although not in attendance is the Friends President Elect for 2012.
- Donated a check to the library in the amount of \$5,000.
- The two Adirondack chairs that were built by staff member Alan Napier and purchased by the Friends are located on the front lawn of the library on Tulip Street.

2. Staff reports: R. Fensterer and Diane Towlson reported on their attendance at the American Library Association's Annual Conference in New Orleans.

- Fensterer highlighted some new technologies he saw being demonstrated at the Exhibit Show.
- Towlson highlighted fundraising programs, marketing seminars, social media and digital age programs she attended, as well as attendance at the Exhibit Show.

3. Treasurer's report: Larry Dunstone

The Board received copies of the July 28, 2011, Expenditure and Revenue Reports for both 2010/2011 (non-official), and 2011/2012. Dunstone reported on the library's financial status.

4. President's report: Mark Spadafore

- Spadafore reported on his recent meeting with Don Cook, President of the LCSD Board of Education, Dr. Johns, LCSD Superintendent, and Director Polly. The discussion pertained to the relationship between the school district and the library including the ownership of the library building.

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

- exterior window project update
- the library was voted by Family Times Besties Readers' Picks as having the best storytime program.
- Better World Books trial is underway; many local libraries use this method to sell their discarded materials.

6. OCPL/Advisory Board Meeting: No report.

G. ITEMS FOR DISCUSSION AND ACTION

1. Use of library space for food and other drives

Discussion was held pertaining to requests Polly receives from various groups requesting use of library space for drives such as food barrels, Toys For Tots, Lions Club eyeglasses drop offs, etc. The Board discussed whether the Library Barrel Drive background information proposal it received should rise to the consideration of a policy rather than a procedure. The Board accepted the procedural proposal and gave the Director (or designee) permission to approve the drives as she deems appropriate.

2. LCSD Building Condition Report

The Board received copies of the LCSD Building Condition Report at the July Board Meeting. The library building report is part of the school district's 5 to 10 year Capital Facilities Plan. The Board discussed some of the data contained in the report.

3. Approval of the OCPL Plan of Service 2012-2016

Polly explained the System Plan of Service and why it's important that the member library boards approve. She discussed the Memo of Understanding that is being drafted by a committee of member library directors.

Scavone made a motion and Alessio seconded to approve OCPL's Plan of Service. All were in favor. The Request for Approval Statement was signed by the trustees in attendance.

4. Statement of Agreement with OCPL's Free Direct Access Plan: this agreement is in fulfillment of the Commission's Regulation 90.3 (a) – (d) (4).

Polly explained what impact this agreement means to the member libraries.

Alessio made a motion and Scavone seconded to approve the Onondaga County Public Library Free Direct Access Plan. All were in favor.

The Statement of Agreement was signed by the Board President.

H. OPEN FORUM:

No report

I. BOARD FORUM:

No report.

J. EXECUTIVE SESSION

Spadafore stated the need for an executive session to discuss a personnel matter. Scavone made a motion and Dunstone seconded to conduct an executive session for the purpose stated by Spadafore with no action to follow. All were in favor.

Spadafore declared an executive session at 7:34 pm.

Alessio made a motion and Scavone seconded to return from executive session and adjourn the meeting. All were in favor.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:18 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees