MINUTES REGULAR MEETING OF THE LIVERPOOL PUBLIC LIBRARY SEPTEMBER 5, 2007

Trustees present: Alessio, Spadafore, Spado, Dunstone, Fulmer, Welcher, and Dodge.

Excused: Spadafore, Welcher

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

Others: Staff.

REGULAR MEETING

A. Call to order

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

B. Salutation to the United States Flag.

C. Correspondence folder circulated amongst the Board

D. Staff Reports

Sprague, Community Relations Coordinator reported on the following:

- New film series on Fridays starting in October
- Connection Café kicks off the fall season with Maestro Daniel Hege of the Syracuse Symphony Wednesday, September 12, at 1:00 p.m.
- The Armchair Traveler series at the Liverpool Public Library is celebrating its 20th anniversary on Thursday, September 13, at 1:30 p.m.
- Newly formed Thursday Morning Book Klatch will gather on Thursday, September 27 at 11 a.m.

E. Agenda Changes

No

F. CONSENT AGENDA

- 1. Approval of August 1, 2007 Regular Board Meeting Minutes
- 2. Approval of Monthly Bills for August.

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

G. REPORTS TO THE BOARD

1. Treasurer's report

The Board received copies of the August 2007, Expenditure and Revenue Reports. Dunstone reported on a tentative fund balance analysis.

2. President's report

No report

3. <u>Director's report/OCPL Board</u>

- No drafts from OCPL on the Memo of Understanding.
- No written response from Joyce Latham, OCPL Executive Director noting the Liverpool Public Library's Board's endorsement of the motion made by the member library directors at its April 3, 2007, OCSL meeting. Latham has told her administrators that this is an OCPL Board matter and it will be presented to her Board for further action.
- Polaris training has started. Go live date is October 23, 2007
- Summer Reading Club statistics show an increase from last year

• First meeting of the Library Services Expansion Project on September 11 at 4:30 p.m. This is a study group that will work on the library's next long range plan. Its purpose will be to examine service improvements through the use of new technology including facility improvements. The Board, staff, and members of the community will be involved.

H. Items for Discussion and Action

1. Update on roof project

The roofers are back to continue correcting and/or replacing the flashing. They expect to be done the week of September 10.

2. Village Streetscape Project

The Village streetscape project is still underway.

3. Polaris self-checks and circulation reconfiguration

Dailey asked the Board to approve the purchase of three Polaris self-check out systems and one service workstation for the circulation reconfiguration. The plan would be to have the self-checks in place by the time the Polaris Integrated Library System is in place. Dailey showed the Board a sketch of the reorganization plan.

Dodge made a motion and Spado seconded to approve fund balance expenditure for the Polaris self-check out machines and one service workstation not to exceed \$50,000. The Friends of the Library may be able to help with some of the expense after the Book Sale.

On the motion: 5 ayes, 0 nays; motion carried.

4. Policies for Second Reading

Volunteers

Spado made a motion and Fulmer seconded to approve the Volunteer Policy for second reading and final adoption. All were in favor.

• Vehicle Use

Fulmer made a motion and Dodge seconded to approve the Vehicle Use Policy for second reading and final adoption. All were in favor.

• Employee Grievance/Complaint Policy

Spado moved and Dodge seconded to approve for second reading and final adoption the Employee Grievance/Complaint Policy noting the recommendations from the library's legal counsel. All were in favor.

5. Policies for First Reading

• Video Duplication:

Fulmer made a motion and Dunstone seconded to approve the Video Duplication Policy for first reading. All were in favor.

• Patron Code of Conduct:

Spado made a motion and Dodge seconded to approve the Patron Code of Conduct for first reading with the revised changes noted. All were in favor.

I. Open Forum

J. Board Forum

Spado inquired as to the status of the Library Building Use Agreement with the Liverpool Central School District. The school district's attorneys are reviewing the agreement.

K. Adjournment

Dodge moved and Dunstone seconded to adjourn the meeting. President Alessio adjourned the meeting at 7:05 p.m. All were in favor.

Respectfully submitted,

Dorothy Morgan Clerk to the Board of Trustees

REGULAR MEETING: Wednesday, October 3, 2007 at 6:30 p.m. in the Sargent

Meeting Room