MINUTES LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING OCTOBER 5, 2005

Trustees present: Alessio, Dunstone, Ward, Fulmer, Spado, and Welcher

Excused: Spadafore

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

Others: staff and public

REGULAR MEETING

Agenda Item A -- Alessio called the Regular Meeting to order at 7:00 pm and welcomed all in attendance.

Agenda Item B -- Salutation to the United States Flag

Agenda Item C -- Correspondence folder circulated amongst the Board.

Agenda Item D -- Staff Report: Sprague

- Report on the Patriot Day event that took place at the library in September.
- Liverpool Public Library will be participating in the Annual Village Halloween Festival.

Agenda Item E -- Agenda Changes. Alessio called for a brief executive session after Board Forum to discuss CSEA Union Contract negotiations. All were in favor.

Agenda Item F -- Consent Agenda

Minutes of the Meeting of September 7, 2005; Bill lists for September; Transfers as submitted.

Dunstone made a motion to approve the items under the Consent Agenda. The motion was seconded by Welcher. Discussion followed relating to the importance of having the Board's Minutes show the approved transfer to the operating budget from an appropriation of fund balance.

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

Agenda Item G -- Reports to the Board

Agenda Item G.1 -- Treasurer's Report. Dunstone reported on the library's financial status. The Board received copies of the fiscal year-end June 30, 2005, Expenditure and Revenue Report from the school district.

Agenda Item G.2 -- President's Report. No report.

Agenda Item G.3 -- Director's Report

- Update on the Community Survey. Final report will follow in November.
- Update on the Annual Used Book Sale. A very successful fund raising event with proceeds at nearly \$10,000 after expenses.
- Dailey attended OCPL's Banned Books Week Reception
- The Adult Literacy grant the library received is underway.

Agenda Item G.4 -- OCPL & Advisory Board. No report.

Agenda Item H -- Items for discussion and action

a. Preliminary budget discussion for 2006-2007

The Board worked on general guidelines as a first step in the development of the 06/07 budget. Dailey presented a review of the past three budgets emphasizing how the increased costs of retirement, health insurance, contractuals, as well as personnel and library materials will impact the 06/07 budget. The Board is considering the level of fund balance needed to cover any unforeseen events, and also its potential as a revenue source in building a budget.

b. <u>Cost for Liverpool Legends</u>. Ward made a motion to accept the proposals from Moore Multimedia for the production of the Liverpool Legends video series. Spado seconded the motion. Discussion followed on the importance of this project for the Liverpool Community.

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

c. <u>Roof contract</u>. Fulmer made a motion to authorize the Director to enlist the engineering services of Clough Harbour & Associates for the development of specifications, drawings and construction documents for the roof and entranceway renovations. Ward seconded the motion. Discussion followed. Dailey has informed Janice Matousek, Superintendent of the Liverpool Central School District of the roof project.

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

d. <u>Policy for First Reading: Liverpool Public library Computers & Networks: Employee Use</u>. On motion by Ward, seconded by Fulmer, the Board approved the policy for First Reading with no corrections. Discussion followed on how the library implements the policy. Motion was approved unanimously.

Agenda Item I -- Open Forum. Nothing to report.

Agenda Item J -- Board Forum. Ward informed the Board that she is resigning from the Board. She served in the capacity as Secretary to the Board. Alessio accepted the resignation with much regret and acknowledged Marlene's service on the Board and her dedication and commitment to the library.

Agenda Item K – Executive Session. Alessio stated the need to enter into an executive session to discuss CSEA Union contract negotiations with no action to follow. On motion

by Dunstone, seconded by Spado, the Board entered into an executive session at 7:50 pm. Motion was approved unanimously. The Board returned from executive session at 8:03 pm.

The Board discussed the trustee appointment process. Spado accepted the appointment as Secretary to the Board.

Agenda Item L -- Adjournment. On motion by Ward, seconded by Welcher, the Board adjourned the meeting. Motion was approved unanimously. President Alessio adjourned the meeting at $8:10 \, \mathrm{pm}$. All were in favor.

Respectfully submitted,

Darothy Morgan

Clerk to the Board

Next Regular Board Meeting November 2 at 7:00 pm in the CCR.