## **REGULAR MEETING MINUTES LIVERPOOL PUBLIC LIBRARY OCTOBER 5, 2011**

Trustees present: Spadafore, Alessio, Spado, Dunstone, Dodge, Scavone, and Ward. Staff: Polly, Director and Morgan, Clerk to the Board. Others: Staff, M. Toscano, President of the Friends of the Library

# **REGULAR MEETING**

A. CALL TO ORDER Spadafore called the regular meeting to order at 6:30 pm.

# B. SALUTE TO THE FLAG

A. Napier led the Board in the Salute To the Flag.

C. CORRESPONDENCE: Correspondence circulated amongst the Board.

## D. AGENDA CHANGES: No changes

E. CONSENT AGENDA

1. Approval of September 7, 2011 Regular Board Meeting Minutes

2. Approval of Monthly Bills for September.

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

# F. REPORTS TO THE BOARD

1. Friends report - M. Toscano:

- Annual Used Book Sale fundraiser made \$18,000.

- The first Arts Alive Concert of the season was very successful as well as the bake sale held in the lobby during the concert.

- The Friends are planning another bake sale during the Holiday Extravaganza Fundraiser in November.

- Barnes & Noble Book Fair Fundraiser October 15. The Board received some discount vouchers.

2. Staff reports: No report.

#### 3. Treasurer's report: Larry Dunstone

The Board received copies of the September 29, 2011 Expenditure and Revenue Reports, and the financial (audit) report from the Liverpool Central School District. Dunstone reported on the library's financial status.

4. President's report: No report

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

- Quilts4Charity Show at the library on October 29<sup>th</sup>.

- The 2012 – 2016 Plan of Service and the Free Direct Access Plan have been submitted to the New York State Library for approval.

- Window update: using Photo Shop software, Diane Towlson, Head of Public Relations reviewed various colors that looked best for the bottom panel of the exterior windows. The color selected will be a chocolate brown with "poplar white" trim. The architect was very pleased with the color choices. A sample of the color was shown to the Board.

- The lobby furniture has been ordered on state contract from Hummel's Office Furniture. The furniture will be paid for with the Bobbi Varney donations and from the Friends of the Library grant.

## 6. OCPL/Advisory Board Meeting:

- Dodge reported on highlights from the OCPL Board Meeting held in September at the Onondaga Free Library.

Polly reported on the projected costs of the Clay kiosk currently under discussion by OCPL and Onondaga County. The trustees were in agreement that at this time they respectfully decline the invitation to partner due to financial and staff constraints. The Board authorized the Director to inform the Honorable John Dougherty, Onondaga County Legislator to the Town of Clay, and Elizabeth Dailey, OCPL Executive Director, of the Board's decision.

## G. ITEMS FOR DISCUSSION AND ACTION

1. Board Budget Calendar for 2012-2013

Scavone made a motion and Spado seconded to approve the Budget Calendar as submitted with the correction noted to item V. The polls are open from 6:00 am to 9:00 pm.

All were in favor.

2. Additional insurance for Flood and Cyber Security Liability The Board was in consensus that the additional insurance be tabled until further information is received.

#### H. OPEN FORUM: No discussion.

#### I. BOARD FORUM:

- Spadafore reported on a spam fax he received addressed to Merk Spadafore from Northern Consolidated Capital on an opportunity to sell the Liverpool Public Library Company for millions of dollars. Other people from all over the country are reporting the receipt of these spam mailings.

- The Board discussed an email Polly received from a patron who asked if the library could have a patron to patron community bulletin board where people could post jobs wanted/offered, things for sale, etc. Polly informed the Board that she explained to the patron that the Board's current policy does not allow for that. She also assisted the patron with further information on her specific concern.

#### J. EXECUTIVE SESSION

Spadafore stated the need for an executive session for consideration of legal and personnel matters with action to follow. Spado made a motion and Dunstone seconded to conduct an executive session for the purposes stated by Spadafore. All were in favor. Spadafore declared an executive session at 7:15 pm.

Scavone made a motion and Dodge seconded to return from executive session at 8:02 p.m. with action to follow. The following motions were made:

1) Ward made a motion and Scavone seconded to approve the tentative Memorandum of Agreement between Liverpool Public Library and CSEA Local 1000 AFSCME AFL-CIO.

On the motion: 7 ayes, 0 nays; motion carried.

2) Spado made a motion and Scavone seconded to surplus the items as requested, and authorized the Director, after legal counsel's involvement and advice, to enter into a contractual agreement for the procurement of professional broker services. On the motion: 7 ayes, 0 nays; motion carried.

Dunstone made a motion and Ward seconded to adjourn the meeting.

*K. ADJOURNMENT* Spadafore adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Darothy Morgan

Dorothy Morgan Clerk to the Board of Trustees