

MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES
NOVEMBER 1, 2006

Trustees present: Spadafore, Spado, Fulmer, Welcher, and Dodge. Alessio arrived at 6:55 pm.
Excused: Dunstone.
Staff: Dailey, Director, and Morgan, Clerk to the Board.
Others: staff.

Regular Meeting

Call to order

In President Alessio's absence, Spadafore called the regular meeting to order at 6:30 pm.

Salutation to the United States Flag.

Correspondence folder circulated amongst the Board.

Staff Reports

- In Sprague's absence, Dailey reported on the Christmas Bureau Toy Drive.
- Jean Armour Polly, Assistant Director, reported that the Digital Download Station is now on seven computers in the lab. With Fulmer's assistance, Polly explained the uses of DS Lites, an item the library purchased for the Connection Café. DS Lites are Nintendo handheld computers that have Brain Age software that helps exercise different parts of your brain.

Agenda Changes

No changes.

Consent Agenda

Approval of October 4, 2006, Regular Board Meeting Minutes. Approval of monthly bills for October.

Dodge moved and Welcher seconded to approve the items under Consent Agenda. All were in favor.

Reports to the Board

Treasurer's report

The Board received copies of the October 2006, Expenditure and Revenue report from Morgan. In Dunstone's absence, Morgan reported on the library's financial status as of October 31, 2006.

President's report

No report.

Director's report

- Dailey reported that the OCPL Board of Trustees has authorized two actions to forward the automation upgrade process. First, they recognized Polaris as the preferred vendor for the new ILS system, and authorized Joyce Latham as the director to finalize contract negotiations with Polaris. Second, they advanced a bond proposal, not to exceed \$700,000 that will include the cost of the ILS, network costs and replacement costs for our terminals, as well as a fixed number of scanners and receipt printers.
- The Board received copies of a letter from Jane Librizzi about an experience she had in the computer lab. Discussion followed. Dailey will respond to the letter on behalf of the Board.
- In an effort to increase revenues and build on the strength of the library's on-going book sale plans are being made to move the computers out of the lab into the public area. The computer lab will be used as a used book sale area and reading room.
- Monthly statistical report shows circulation up 12%.

OCPL/Advisory Council report

Welcher reported that Patricia Mautino was awarded Trustee of the Year. The Advisory Board will be meeting quarterly starting in 2007. OCPL's Board is trying to get more branch libraries managers to attend the meetings. A demonstration was held on Overdrive and Aquabrower.

Items for discussion and action

H.1.Preliminary budget for 2007-2008

The Board discussed some budget goals, considerations and recommendations for the 2007/08 budget. A preliminary first draft budget will be prepared for Board review at the December meeting.

H.2. Roof update

Dailey said there would be an update later in the meeting.

Open Forum

No comments.

Board Forum

Dodge will not be in attendance at the December meeting.

Executive Session

Alessio stated the need for an executive session for the purpose of discussing a legal matter with action to follow. Fulmer moved and Welcher seconded to enter into executive session for the purpose stated by Alessio. All were in favor. Alessio declared an executive session at 7:00 p.m. Spado moved and Spadafore seconded the Board return from Executive Session at 7:20 pm. All were in favor.

Liverpool Public Library Roof Project Bids and Awards

Bids for the Liverpool Public Library roof repair work were opened on October 26, 2006. The lowest, responsible, qualified bidders were Welsh Construction for the roof project and General Construction to Patterson-Stevens for the garage columns repair, exterior wall and attic space insulation.

*First motion: Award of Contract for **General Construction (GC6)***

Be it resolved that on November 1, 2006, the Board of Trustees of the Liverpool Public Library approve the award of the General Construction (GC6) portion of the capital project involving the Liverpool Public Library building at 310 Tulip Street in the Village of Liverpool, New York to Patterson-Stevens, Inc. in Tonawanda, New York.

The Contract Amount

The Contract amount will be in the base bid amount of Ninety-Nine Thousand Eight Hundred Thirty-Five and 00/100 dollars (\$99,835.00), plus alternate GC6-1 (Fall 2006-Winter 2007 Performance of the Contract (in the amount of Two Thousand and 00/100 (\$2,000), for a total Contract amount of One Hundred One Thousand Eight Hundred Thirty-Five and 00/100 dollars (\$101,835.00).

Spado moved and Welcher seconded.

On the motion: 6 aye, 0 nay; motion carried.

*Second motion: Award of Contract for **Roofing Reconstruction (R6)***

Be it resolved that on November 1, 2006, the Board of Trustees of the Liverpool Public Library approve the award of the Roofing Reconstruction (R6) portion of the capital project involving the Liverpool Public Library building at 310 Tulip Street in the Village of Liverpool, New York to Welsh Construction, Inc. in Marcellus, New York.

The Contract Amount

The Contract amount will be in the base bid amount of Two Hundred Thirty-Three Thousand One Hundred Ninety Five and 00/100 dollars (\$233,195.00), plus alternate R6-1 (the dormer) in the amount of Twelve Thousand Four Hundred Seventy-Five and 00/100 dollars (\$12,475.00), for a total Contract amount of Two Hundred Forty-Five Six Hundred Seventy and 00/100 dollars (\$245,670.00).

Spado moved and Dodge seconded.

On the motion: 6 aye, 0 nay; motion carried.

Third motion: Joint letters of Intent

Upon the recommendation of the Library's legal counsel, and the Construction Manager, the President of the Liverpool Public Library Board of Trustees is hereby authorized to sign joint Letters of Intent to the successful bidders on the Liverpool Public Library Roof and General Construction Project.

Spado moved and Dodge seconded.

On the motion: 6 aye, 0 nay; motion carried.

Adjournment

Spado moved and Fulmer seconded to adjourn the meeting. All were in favor. Alessio adjourned the meeting at 7:40 pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Dorothy Morgan". The signature is written in black ink and is positioned below the typed name.

Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: Wednesday, December 6, 2006 at 6:30 p.m.