

MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES
JUNE 14, 2007

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

Regular Meeting

A. Call to order

President Alessio called the meeting to order at 6:30 p.m.

B. Salutation to the United States Flag.

C. Correspondence

No Correspondence.

D. Agenda Changes

No changes.

E. Staff Reports

Pam Sprague reported that library staff members for a third year are involved in the Relay for Life Event at Onondaga Lake Park with proceeds benefiting the American Cancer Society. The event starts on Friday afternoon June 15 and runs through Saturday morning June 16. Also, library staff and Friends of the Library are participating in the Village of Liverpool's Art and Wellness Celebration at Johnson Park on Saturday, June 16, 2007.

Dorothy Morgan announced that the 2008 New York State Library Assistants' Association's 30th Annual Conference would be held in Liverpool hosted by the Liverpool Public Library.

Morgan has been elected to the position of Vice-President/President Elect of the American Library Association's Library Support Staff Interest Roundtable 2007-2010.

David Fulton, computer literacy librarian, demonstrated Library 2.0 technology the new way of delivering information to and interacting with our patrons.

F. Consent Agenda

1. Approval of May 2, 2007, Regular Board Meeting Minutes.
2. Approval of monthly bills for May and the first two weeks of June.
3. Transfers as submitted.

Fulmer moved and Spado seconded to approve the items under Consent Agenda. All were in favor.

G. Reports to the Board

G.1. Treasurer's report

The Board received copies of the May 2007, Expenditure and Revenue report from Morgan. In Dunstone's absence, Dailey reported on the library's financial status. Carol-

Anne Mathews, Liverpool Central School District's Business Manager informed Morgan and Dailey as to how the grant money the library receives from the State Dormitory Authority and the Empire State Development will be applied towards offsetting some of the roof replacement expenses. Mathews is also the Liverpool Public Library's Treasurer.

G.2. President's report

The Board received copies of the Employee Grievance/Complaint Policy along with background data that had been previously requested. The policy will be reviewed for First Reading at the July Board Meeting.

Larry Dunstone's father passed away on June 14. A card will be sent to the family on behalf of the Board of Trustees. The Board entrusted the Director with creating a memorial gift.

G.3. Director's report

- Dailey received a call from Kati Phillips, Liverpool Central School District's Administrative Assistant requesting a meeting with herself, Janice Matousek, Denny O'Hara, Mark Grobosky, Dailey, and Morgan to discuss the Agreement between the school district and the library.
- The Board received copies from the State Legislature announcing 2007-08 Public Library Construction Grant Programs.
- Dailey continues to work on a Memo of Understanding with OCPL and Member Library Directors.
- As part of the Long Range Plan a group of staff, citizens, and Board members will participate in the Library Services Expansion Study convening the summer of 2007.
- Debbie Mickle has submitted her resignation as Head of the Personnel Department. Dailey is looking into a possible reorganization of combining the Business and Personnel Departments.
- At the request of Marlene Ward, the contributions collected by the Liverpool Public Library will be used to purchase a bench in memory of her mother's passing.

G.4. OCPL/Advisory Council report

No report.

H. Items for discussion and action

H.1. Board Nominating Committee

Alessio appointed Welcher and Dodge as the nominating committee for the election of officers for the 2007-08 year.

H.2. July 2007 Board Meeting Date

Dodge made a motion and Spado seconded to set July 11, 2007 as the date for the Board Meeting in July.

H.3. 2007/2008 budget vote results

The Board received copies of the budget vote and election of officers' results for the 2007-2008 fiscal year.

H.4. Garage column and roof update

The Board received copies of an email from John Novelli, P.E. from Novelli Engineering in response to a concern posed by Paul Kirk, Project Superintendent from Bovis Lend Lease LMB, Inc. over hairline cracks that developed through a column that was repaired last winter. Novelli explained that this was not a structural concern and could be repaired with epoxy, which Patterson-Stevens will be doing.

The Board received copies of a letter from Welch Construction, Inc. in response to the Project Architect's instructions for taking care of some locations of roof decking that appeared to be uneven making it difficult to install the shingles. In email correspondence, Nicholas Signorelli, Ashley McGraw Architects, P.C. replied by indicating that the instruction given would not affect the performance of the shingles but actually improve the poor condition that existed and was confident that the solution was the most applicable. The Board received copies of the email.

A punch list of things that need to be finished in connection with the new roof has been created.

H.5. Entrance Replacement Project

A Contract between Liverpool Public Library and Flower City Glass Co., Inc. was drawn up by Mark Grobosky, library's legal counsel, for the Work on the Entrance Replacement Project. The contract price for completion of Work in accordance with the Contract Documents is Fifty One Thousand Dollars (\$51,000.00), the amount stated in the Contractor's Bid Proposal.

Spado made a motion and Fulmer seconded to accept the contract and authorized Alessio to sign the contract as submitted.

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

Fulmer made a motion seconded by Dodge to appropriate use of the fund balance not to exceed Fifteen Thousand Dollars (\$15,000.00) to cover the expenditure of the entrance replacement project in excess of grant money.

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

H.6. Policies for Second Reading: Program, Retention of Security Camera Images, Surplus Furniture and Equipment, Withdrawal of Library Materials.

- Dodge moved and Welcher seconded to approve the second reading of the Program policy as amended.
On the motion: 5 ayes, 0 nay; motion passed. Policy was approved for final adoption.
- Fulmer moved and Welcher seconded to approve the second reading of the Retention of Security Camera Images policy.
On the motion: 5 ayes, 0 nay; motion passed. Policy was approved for final adoption.
- Spado moved and Dodge seconded to approve the second reading of the Surplus Furniture and Equipment Policy.
On the motion: 5 ayes, 0 nay; motion passed. Policy was approved for final adoption.
- Fulmer moved and Spado seconded to approve the second reading of the Withdrawal of Library Materials policy
On the motion: 5 ayes, 0 nay; motion passed. Policy was approved for final adoption.

H.7. Fine Amnesty for Summer Reading Club

Dodge made a motion and Welcher seconded to approve the Summer Reading Club Fine Amnesty for children and teens. Although more money from fines has been waived each year the Summer Reading Club has grown annually.

On the motion: 5 ayes, 0 nay; motion passed.

H.8. Approve salary schedule for 2007-2008

Welcher made a motion and Spado seconded to approve the salary schedule as submitted.

On the motion: 5 ayes, 0 nay; motion passed.

I. Open Forum

No comments.

J. Board Forum

Welcher informed the Board that she would not be able to attend the Fall Board meetings due to a conflict with classes she is attending that are on the first Wednesdays of the month.

K. Adjournment

Fulmer moved and Spado seconded to adjourn the meeting. All were in favor. Alessio adjourned the meeting at 7:38 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dorothy Morgan".

Dorothy Morgan
Clerk to the Board of Trustees

REGULAR MEETING: JULY 11, 2007. REORGANIZATION MEETING JULY 11, 2007.