

**MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY
FEBRUARY 3, 2010**

Trustees present: Spado, Dunstone, Dodge, Scavone, and Ward.

Spadafore arrived at 6:40 p.m. Alessio arrived at 7:15 p.m.

Staff: Polly, Director and Morgan, Clerk to the Board.

Others: Staff, M. Toscano, President of the Friends of the Library, and G. Howe, Vice-President

REGULAR MEETING

A. Call to order

In the absence of President Spadafore and Vice-President Alessio, Secretary Spado called the meeting to order at 6:30 p.m.

B. Salute to the United States Flag.

C. Correspondence

Correspondence circulated amongst the Board.

D. Agenda Changes

E. Consent Agenda

1. Approval of January 6, 2010 Regular Board Meeting Minutes

2. Approval of Monthly Bills for January.

Ward made a motion and Dodge seconded to approve the Consent Agenda. All were in favor.

F. Reports to the Board

1. Friends report:

- Magazine and paperback sales were very successful netted approximately \$600.00.
- Friends' membership drive starts in March.
- Gracie Howe is resigning from the position of Vice-President/President Elect for personal reasons, but will continue her involvement with the Friends' of the Library.

2. Staff report: Morgan reported on a Teleconference she attended on January 29th with Martha Hopper on library futures "Making the Best of a Shrinking Budget: Creative Practices in a New Economy".

3. Treasurer's report.

The Board received copies of the February 2, 2010, Expenditure and Revenue Reports.

Dunstone reported on the library's financial status.

4. President's report:

- The trustees were asked their opinion on the current Facilities Use Policy where it states, "no products or services may be advertised or sold in the library except to benefit the Library". After discussion, the Board was in consensus to keep the policy as stated.
- Possible solutions were discussed relating to helping the library staff deal with some problem patron issues.
- InterFaith Works of Central New York offers Diversity Training. Jean will follow up for a future workshop.

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

- The library received a check for \$103.00 for unclaimed funds from Simon and Schuster. Polly had found that the library was listed on the New York State's Unclaimed Funds website.
- The trustees received copies of the Library Trustee Workshop on March 4 or October 28.

- The Board received copies of the library's Incident Report, Notification of Banning Letter, and General Guidelines for Dealing with Difficult patrons.
- "You've Been Spotted" staff recognition awards raffle drum was shown. The trustees will be notified of the winners.
- Polly is implementing a Quiet Zone in the library in an attempt to provide a quiet space for patrons.

6. OCPL/Advisory Board Meeting

Ward reported on her attendance at the January Advisory Council Board Meeting held at the Salina Free Library.

G. Items for Discussion and Action

1. Bulletin Boards and Exhibit Spaces Policy for First Reading

Dunstone made a motion and Scavone seconded to approve the policy for first reading. All were in favor.

2. Budget 2010-2011: third draft of the preliminary budget

Morgan presented revised copies of the preliminary budget showing estimates of 0%, 1%, and 1.5% changes in the tax levy from the current year. Discussion followed. A Public Information Meeting will be held on March 3rd at 6:30 p.m. prior to the Regular Board Meeting.

H. Open Forum

Nothing to report.

I. Board Forum

- Scavone asked why the Eagle Star Review doesn't always list the library events. Polly will look into this further by contacting the editor.
- Dunstone questioned a notice in his church bulletin that the library was providing free tax assistance. Polly clarified that AARP is providing the free tax assistance and not the library.

J. Executive Session

Spadafore requested an executive session to discuss a personnel matter as it relates to the budget with no action to follow. Dodge made a motion and Dunstone seconded to enter into executive session for the purpose stated by Spadafore. The Board entered into executive session at 7:50 p.m.

Scavone made a motion to leave executive session at 8:25 p.m. Dodge seconded the motion. All were in favor.

K. Adjournment

Dunstone made a motion and Spado seconded to adjourn the meeting. All were in favor. President Spadafore adjourned the meeting at 8:25 p.m.

Respectfully submitted,



Dorothy Morgan

Clerk to the Board of Trustees

PUBLIC INFORMATION MEETING 6:30 P.M. PRIOR TO THE REGULAR BOARD MEETING: MARCH 3, 2010.