

LIVERPOOL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
August 6, 2003

Trustees present: Fulmer, Alessio, Ward, Dunstone, Spadafore, Spado and Berryhill

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

Others: staff.

Regular Meeting

Call to order

President Fulmer called the meeting to order at 7:00 p.m.

Salutation to the United States Flag

Correspondence folder circulated for the Board's review.

Staff Reports

Sprague

- Online library card registration in September
- Career Fair in September
- Puddles the Duck contest on the library's website
- Wireless Internet Access
- Summer Reading Program

Consent Agenda

Approval of July 2, 2003, Reorganization and Regular Board Meeting Minutes

Approval of Monthly Bills for July

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

Reports to the Board

Treasurer's report

Dunstone reported on the library's financial status. The Board received copies of the May 31, 2003, Expenditure and Revenue report from the Liverpool Central School District.

Director's report

- Circulation had been very busy in the month of July
- The library raised \$56.00 from the donation box over a three week period
- A Facilities Improvement Plan, part of the Long Range Plan will be addressed to the Board in December. Among other items it will include necessary improvements such as first floor carpeting, replacement of defective HVAC window units and first floor rearrangements. The Long Range Plan will be ready for review at the September Board meeting.
- The library continues to look into additional Self-Check Out Systems.
- Any trustee interested in attending NYLA should contact Yvette Hewitt. The Conference will be held in Saratoga Springs November 7 & 8 for trustee programs.

- OCPL has raised its fines to \$.25. Dailey recommended the Liverpool Public Library do the same in order to help maintain uniformity with the County System and help with consistency at the circulation desk. She also felt this was an appropriate response to the library's defeated operating budget, which makes it necessary to generate revenue from other sources
Berryhill moved and Ward seconded to raise fines from 20 cents to 25 cents to match OCPL's fine schedule.

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

OCPL & Advisory Board

The combined Search and Advisory Committees will be conducting first interviews for the Deputy Director position August 11th and 13th. Seven candidates have been scheduled to interview.

No update from OCPL's Technology Vision Committee on an Automated System.

Items for discussion and action

Open Forum Policy

Spadafore moved and Dunstone seconded to approve for second reading and final adoption the Open Forum Policy as amended.

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

E-rate and CIPA (children's internet protection act)

Ward moved and Spadafore seconded that Liverpool Public Library not apply for the E-rate Internet Access Service Discount for the fiscal year 2003-04. Discussion followed. The library will pursue the telecommunications service discount.

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

Public printing

Berryhill moved and Spado seconded that the library begin charging patrons \$.10 per page for public printing with no free copies. The charges will be periodically reviewed. Discussion followed regarding the time frame for when the technology will be ready which is anticipated early Fall.

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

Corporate Sponsorships and Affiliate Agreement Policy

Berryhill moved and Ward seconded to approve the Corporate Sponsorships and Affiliate Agreement Policy for first reading. Suggestions were made for changes to be included before the second reading.

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

Appoint Internal Auditor

Ward moved and Spadafore seconded to appoint Sherry Char from the Liverpool Central School District as the Liverpool Public Library's Internal Auditor for fiscal year 2003-2004.

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

Board Forum

Spado moved and Berryhill seconded the Board of Trustees of the Liverpool Public Library approve the 2003-2004 Contingency Budget.

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

Spado reported that a patron complained to him about not finding any John Steinbeck books at the library. Dailey found out that the day Oprah announced Steinbeck's East of Eden as her Oprah's Pick, the Phone Desk immediately started receiving phone calls requesting it. These calls were relayed to Reference and resulted in a priority order to meet the demand.

Adjournment

Ward moved and Spado seconded the Board adjourn the meeting. All were in favor Fulmer adjourned the meeting at 8:03 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dorothy Morgan". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: Wednesday, September 3, 2003, at 7:00 p.m.