## LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

September 3, 2003

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

Excused: 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

### Staff Reports

### **Sprague**

- Talewaggers program ongoing this Fall
- Career Fair in September
- Used Book Sale September 13-14
- New evening learning series: Monday Night at the Library beginning September 15
- Liverpool Public Library is part of a Village wide Halloween celebration being held October 24 & 25

#### Consent Agenda

Approval of August 6, 2003, Regular Board Meeting Minutes

Approval of Monthly Bills for August

Ward moved and Spadafore 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. A year-end-report from the Liverpool Central School District will be forthcoming as soon as its yearly audit is finished. New York State Comptrollers Office will be conducting a Risk Assessment Pre-Audit on the library's computer and electronic equipment. Dailey will report back to the Board

#### Director's report

when a report is finalized.

- August was another busy month for circulation. On August 14, the library worked through an extensive power failure as well as an enormous amount of work due to a breakdown of OCPL's Dynix system
- The library and the Liverpool First United Methodist Church are cosponsoring a teen writing workshop together. Laurie Halse Anderson, author of teen popular books will present a program at the library. This is part of OCPL's Gifford Lecture Series.

- The staff's Merit and Performance Award Ceremony will be held at the library on October 9 at 3:30 pm. Invitations will be mailed to the trustees.
- A Labor/Management Meeting was held August 25, to exchange general information and begin preliminary discussion on the 2004-05 budget.
- The Friends of the Liverpool Public Library are looking for a new Treasurer.
- OCPL's 2002 Statistical Report is finished which shows statistical information for the libraries within Onondaga County.

### OCPL & Advisory Board

The combined Search and Advisory Committees has narrowed the search for the Deputy Director position to two candidates.

The Advisory Board will meet on Tuesday, September 9. Ward will be in attendance.

## Items for discussion and action

## Corporate Sponsorships and Affiliate Agreement Policy

Ward moved and Spadafore seconded to approve the Corporate Sponsorships and Affiliate Agreement Policy for second reading and final adoption.

On the motion: 6 ayes, 0 nays; motion carried.

## 2004-05 Operating Budget vote with the school district?

The Board was in consensus that Dailey should contact Janice Matousek, Liverpool Central School District's Superintendent, and discuss the issue of the library's next operating budget vote being held at the same time as the school district's annual vote. Dailey will report back to the Board at the October Board Meeting.

### CD investment

In 1999, the library received a gift of \$3000, which was invested in a Certificate of Deposit. The maturity date was due in August and a determination was needed to change the renewal options.

Spadafore moved and Spado seconded to accept the CD investment and change its term/maturity date from 12 months to 15 months at a rate of 1.5%.

On the motion: 6 ayes, 0 nays; motion carried.

#### Long Range Plan

The Board received copies of a preliminary draft of the library's long range plans. A key element of this document is the concept of continuous improvement of the library, its services and programs.

### **Board Retreat in October**

The purpose of the Board Retreat will be to discuss the Long Range Plans as well as preliminary budget discussions as they relate to the document. The Retreat will be held on October 28 for approximately three hours.

### **Board Forum**

Dunstone announced the tax rates for the Towns of Salina and Clay. The rates were established by the school district at its August meeting.

Town of Salina went down .031127 per thousand; Town of Clay went up .537707 per thousand.

Ward acknowledged the library's support of "Ophelia's Place" a drop-in place for people with eating disorders located in the Village of Liverpool on Second Street. She was both

pleased and proud to hear from the owner that staff has offered library resources and assistance.

Spado announced that the Liverpool Community Chorus is doing a fundraiser for Ophelia's Place.

## Adjournment

Dunstone moved and Spado seconded the Board adjourn the meeting. All were in favor. Fulmer adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Dorothy Morgan

Clerk to the Board of Trustees

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Next Regular Board Meeting: Wednesday, October 1, 2003, at 7:00 p.m.