

REGULAR MEETING MINUTES
LIVERPOOL PUBLIC LIBRARY
MARCH 7, 2012

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

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

Others: Staff; Friends of the Library; Michael Tremont, library attorney; friends and family of Bobbi Varney.

Before the Regular Board Meeting began, a reception was held to unveil a plaque in memory of Bobbi Varney, a Friend of the Liverpool Public Library who passed April 2011. The plaque read: *Lobby furniture made possible by generous donations given in memory of our devoted friend Roberta "Bobbi" Varney and the Friends of the Liverpool Public Library. "Nothing dies that is remembered."*

REGULAR MEETING

A. CALL TO ORDER

President Spadafore called the regular meeting to order at 6:30 pm.

B. SALUTE TO THE FLAG

M. Tremont was asked to lead the Board in the Salute to the Flag.

C. CORRESPONDENCE: no correspondence

D. AGENDA CHANGES: no changes requested

E. CONSENT AGENDA

1. Approval of February 1, 2012 Regular Board Meeting Minutes

2. Approval of Monthly Bills for February

3. Transfers

Scavone moved and Dunstone seconded to approve items under the Consent Agenda. All were in favor.

F. REPORTS TO THE BOARD

1. Friends report – M. Toscano

- March 24th Paperback Sale.

- Dodge asked what the status was on the work involved with defining “services” pertaining to the Richberg Bequest. Toscano responded that the definition and guidelines were discussed at a February 16 meeting with Dorothy and the Executive Officers of the Friends. The definition of “services” and the proposed guidelines will be voted on at the Friends Board Meeting on March 21. A report will be submitted to the trustees following the meeting.

2. Treasurer's report: Larry Dunstone

The Board received copies of the March 1, 2012 Expenditure and Revenue Reports, which showed expenses through February. Dunstone reported on the library's financial status.

4. President's report: Spadafore thanked the library staff, and the Friends of the Library for the nice Reception for Bobbi Varney's family and friends.

5. Director's report:

- Thanked everyone for coming to the unveiling of the Varney plaque.

- Hewitt and Hopper, passport acceptance agents for the library, were audited from the Department of State Passport Service Office of Acceptance Oversight. The auditor found that the procedures that Hewitt and Hopper had in place were acceptable. They passed a process questionnaire with flying colors.

- The Melvil Dewey Charter was restored and remounted by West Lake Conservators. The cost was funded by the Friends' grant.

- Polly circulated a postcard from 1902 of the old school formerly on the library's site in Liverpool.

- The Love My Library posters will soon be in the lobby. If any trustee would like to have a photo taken contact Hewitt.

- Pictures of the Library's ambassador toy rabbit, Sara Cuse, and the girls at the Starfish Library in Africa were circulated amongst the Board.
- Design samples of Library Cards were circulated amongst the Board.

6. OCPL/Advisory Board Meeting
Dodge reported on the last OCPL Board Meeting.

G. ITEMS FOR DISCUSSION AND ACTION

1. Accept 2011 State Annual Report

Dodge made a motion and Ward seconded to accept the State Annual Report for 2011. All were in favor.

2. Continued Review of Director's budget for 2012-2013

The Board reviewed copies of the proposed budget format that will be included in the promotional brochure mailed to district taxpayers.

H. OPEN FORUM: no discussion

I. BOARD FORUM: no discussion

J. EXECUTIVE SESSION:

Spadafore requested an executive session for a legal matter with action to follow. Spadafore made a motion and Scavone seconded to enter into an executive session for the purpose stated by Spadafore. All were in favor. Spadafore declared an executive session at 6:52 p.m. The library's legal counsel was present. Polly and Morgan were also in attendance.

Ward made a motion and Scavone seconded to return from executive session at 7:53 p.m. All were in favor. No action was taken.

K. ADJOURNMENT

Alessio made a motion and Dunstone seconded to adjourn the meeting. All were in favor. Spadafore adjourned the meeting at 7:55 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees