MINUTES REGULAR MEETING LIVERPOOL PUBLIC LIBRARY NOVEMBER 7, 2012

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

Excused: Spado

Staff: Polly, Director; Morgan, Clerk to the Board

Others: Staff

REGULAR MEETING

A. CALL TO ORDER

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

- B. SALUTE TO THE FLAG: Alessio was asked to lead the Board in the salute to the flag.
- C. CORRESPONDENCE: Correspondence circulated amongst the Board.
- D. AGENDA CHANGES: no changes

E. CONSENT AGENDA

- 1. Approval of October 3, 2012 Regular Board Meeting Minutes
- 2. Approval of Monthly Bills for October.

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

F. REPORTS TO THE BOARD

1. Treasurer's report.

Dunstone reported on the library's financial status based on the expenditure and revenue reports through October, and bank statements through September.

- 4. President's report: nothing to report
- 5. Director's report: in addition to the written report
- Library fundraiser Twilight Party at UNO Chicago Grill in Liverpool to celebrate the opening of the final Twilight Saga movie. The restaurant will donate 20% of the sales to the library from customers who bring in vouchers promoting the event.
- letter from the CNY Community Foundation thanking the Board for the contribution to the Liverpool Public Library agency fund. Discussion followed regarding the funding process.
- New York State Assemblyman Sam Roberts is giving the library capital money in the amount of \$50,000. Polly will use the funds for much-needed new carpet in the Carman Community Room, kitchen renovations, and energy-efficient lighting in the Carman Community Room.
- Polly wrote a donation letter to the Liverpool Central School District's Board of Education regarding the transfer of some 3,500 withdrawn children's books to the various Liverpool school district libraries. The Board of Education needs the letter to formally accept the donation.
- 6. OCPL/Advisory Board Meeting: Dodge reported on the October OCPL Board Meeting.

G. ITEMS FOR DISCUSSION AND ACTION

- 1. Board Policies for First Reading
- Donations Policy: Ward made a motion and Dunstone seconded to approve the Donations Policy with the revised changes as submitted. All were in favor.
- Withdrawal of Library Materials Policy: Scavone made a motion and Ward seconded to approve the Withdrawal of Library Materials Policy with the revised changes as submitted. All were in favor.

2. Strategic Plan update

The Library's Long Range Planning document expired in 2011. Scavone and Spadafore will be helping Polly implement a new process for strategic planning. The Board received copies of two

types of strategic planning processes being evaluated one being "Vision or Goal based, " and the other "Scenario Building."

H. OPEN FORUM: no report

I. BOARD FORUM: Ward reported that the LCSD Marching Band is going to Nationals in New Jersey. The Marching Band collected donations of nonperishable food items and clothing to help the victims of Hurricane Sandy and coordinated their efforts with US Bands and Youth Education in the Arts. The Marching Band will bring their collected donations with them to MetLife Stadium in New Jersey to help those affected by the disaster.

J. EXECUTIVE SESSION

Spadafore stated the need to enter into an executive session for a personnel matter specific to the director's evaluation, and a legal matter with no action to follow. Ward made a motion and Dunstone seconded to enter into an executive session for the purposes stated by Spadafore. All were in favor. Spadafore called for an executive session at 7:00 pm.

Morgan and Polly were in attendance for the legal matter only, and were then excused. Scavone made a motion and Dodge seconded to leave executive session and adjourn the meeting at 8:00 p.m. All were in favor.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Dorothy Morgan

Clerk to the Board of Trustees

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