

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
CARMEN COMMUNITY ROOM
FEBRUARY 6, 2013**

Trustees present: Spadafore, Alessio, Spado, Dunstone, Dodge, Scavone, and Ward.
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: Yvette Hewitt led the Board in the salutation to the Flag

C. CORRESPONDENCE: no correspondence.

D. AGENDA CHANGES: no changes

E. CONSENT AGENDA

1. Approval of January 2, 2013 Regular Board Meeting Minutes
2. Approval of Monthly Bills for January
3. Transfers

Scavone made a motion and Dunstone 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 January 31, 2013.

4. President's report: Spadafore

- reported on his attendance at the 2012 N.E.W.S. Nonprofit Essentials Workshop Series on January 23. The Board received copies of a Power Point handout from the workshop.
- reported on an informal discussion with Paul Drescher, from Drescher Management Inc. who acquired Paul deLima Coffee. Drescher invited the trustees to visit his solar energy plant that was installed at his company.

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

- Donation of \$50 received from Liverpool Historical Society
- Donation of \$100 to honor the Hinerwadel family.
- Donations totaling \$1300 in memory of Rita Austin, a Liverpool Village resident, former Friends' member, and long time library user. Some donations have been given to the library online through the Central New York Community Foundation Link from the website.
- the new spiral wishing well in the children's room is another fundraiser for the library.
- Yvette and Martha have been recertified as Passport Acceptance Agents. The library made over \$1000 in execution fees.
- Duct Tape Mania, a new Tween Program, was held at the library on January 21 and was very popular.
- Assemblyman Sam Roberts will be at the library for a Meet and Greet for his constituents on February 7.
- Moving ahead with getting quotes for the Carman Community Room's new carpet tiles and for the kitchen renovation. The quotes are necessary for the grant award from Assemblyman Sam Roberts.

6. OCPL/Advisory Board Meeting: Dodge reported on a few other issues that came up after his January 9th report to the Board.

G. ITEMS FOR DISCUSSION AND ACTION

1. Board Policies for Second Reading: Patron Code of Conduct:

Ward made a motion and Scavone seconded to approve the Patron Code of Conduct Policy with recommended changes for second reading and final adoption. All were in favor.

2. Policy for First Reading: Adopting New Board Policies

Spado made a motion and Dunstone seconded to approve the Adopting New Board Policies for First Reading. All were in favor.

3. Director's Budget Proposal for 2013-2014

The Board received a revised narrative and a second draft of the proposed 2013/2014 budget. Discussion followed including increasing the library's revenue from non-tax sources, such as fundraising campaigns.

The Board received copies of a brochure from The Barrows Group, Fundraising and Development Consultants. Polly prepared a list of other fundraising/donor ideas that the library staff could pursue. The Board asked that a consultant from The Barrows Group be invited to meet the trustees at the March Board Meeting.

H. OPEN FORUM: no report

I. BOARD FORUM: Spado announced that Spadafore received the Unsung Hero Award from the Greater Syracuse Labor Council.

J. EXECUTIVE SESSION

Spadafore requested the need for an executive session for discussing a legal matter with no action to follow. Ward made a motion and Dunstone seconded to enter into an executive session for the purpose stated by Spadafore. All were in favor. Polly and Morgan remained. The Board entered into executive session at 7:25 p.m.

Scavone made a motion and Dunstone seconded to leave executive session and adjourn the meeting at 8:06 pm.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:06 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees