

LIVERPOOL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 3, 2004

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

Excused: Spado

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

Dave Fulton presented a NYLA (New York Library Association) report from his attendance in October at the Annual Conference in Rochester.

Judy Rossoff informed the Board of a Local History WWII exhibit in the lobby during November, and a program on historic photos being presented in December as part of the Heritage Grant the library received.

Alessio asked for any ideas the staff may have in helping him with a judicial history project he is involved with being held at the Court House in Syracuse in January.

Debbie Mickle outlined the Agenda for Staff Development Day being held on November 11. The library will be closed. The trustees are invited to attend.

Pam Sprague

- Fundraiser, November 20, 2004, "One Stop Shopping Extravaganza."
- Library participated in the Village Halloween Festival. It was very successful
- "Get Creative" program, November 15, 2004
- Veterans' Appreciation Day program, November 8, 2004

Jean Polly

- Online meeting room reservations started in October
- Completed computer hardware inventory
- The library will receive an estimated \$700 from surplused items sold on E-bay.
- Rick Fensterer, Jean Polly, and Regina Fredericks, members of OCPL's Technology Vision Committee, have been investigating various county and state libraries' integrated library systems. They are also visiting every Member Library to see what connections it currently has in place to meet the technical needs of a new System.

Consent Agenda

Approval of October 6, 2004, Regular Board Meeting Minutes

Approval of Monthly Bills for October

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

Reports to the Board

Treasurer's report

The Board received copies of the August expenditure and revenue report from the school district. Dunstone reported on the library's financial status.

President's report

Fulmer requested that the "Use of the Meeting Room" policy and the Collection Development and Management Plan be placed on either the December or January Board Meeting Agenda for review and discussion.

Director's report

- Letter writing campaign to legislatures was very successful. Thank you to Marlene Ward for her role.
- The steel door in the garage was fixed by the Liverpool Central School District.
- Board received copies of the Energy Audit Report that was done by NYSERDA. Dailey highlighted the lighting proposal to upgrade the fluorescent lighting, incandescent bulbs, and replace the exterior lamps and fixtures outside the library. The proposal indicated the payback and annual energy cost savings for each. This will be part of the Facilities Improvement Plan that will be presented in December.
- Four benches have been ordered for the sidewalk on the Tulip Street entrance to the library. If anyone is interested in donating money for a bench please contact Dailey or Morgan.
- Staff Development Day, November 11, 2004.

Ward moved and Spadafore seconded to accept the proposal received from Orwell Enterprises for the public restroom modifications, door modifications, and lower level installation of handicap landing and ramp.

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

Items for discussion and action

Retention of Security Camera Images Policy for Second Reading

Ward moved and Dunstone seconded to approve the policy for second reading and final adoption.

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

Materials Recovery Agency

Alessio moved and Berryhill seconded that the Liverpool Public Library participate in the fines and materials recovery process being implemented by OCPL. Discussion followed regarding the fine structure at the library and the possibility of accepting credit cards.

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

Personnel needs for the 2005/06 Budget

The Board received reworked copies of a preliminary draft working budget document. Dailey informed the Board that discussion was held at a recent Labor/Management Meeting over making 2 current part-time librarian positions full-time and further explained the justification for each.

Discussion followed.

Board Forum

Ward informed the Board that the Village is making plans for celebrating its 175th Anniversary. The library will be participating in the event.

Adjournment

Ward moved and Dunstone seconded the Board adjourn the meeting. All were in favor. President Fulmer adjourned the meeting at 8:25 pm

Respectfully submitted,

A handwritten signature in black ink that reads "Dorothy Morgan". The signature is written in a cursive, flowing style.

Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: Wednesday, December 1, 2004, at 7:00 p.m. following the Community Comment Meeting.