MINUTES REORGANIZATION/ REGULAR MEETING OF THE LIVERPOOL PUBLIC LIBRARY JULY 1, 2009

Trustees present: Alessio, Spadafore, Spado, Dunstone, and Dodge Excused: Welcher and Scavone Staff: Polly, Director and Morgan, Clerk to the Board Others: Staff, M. Toscano, President of the Friends of the Library, and G. Howe, Vice-President, Debbie Stack, guest.

Before the meeting began, Debbie Stack, OCPL Board member and Liverpool Public Library liaison was introduced to the Board. Stack informed the Board that OCPL is working on a Strategic Plan and preparing for the County budget.

REORGANIZATION MEETING

A. CALL TO ORDER: Alessio called the meeting to order at 6:35 pm.

B. OATH OF OFFICE: Due to an excused absence, the Oath of Office will be administered to Natalie Scavone at the August Meeting.

C. ELECTION OF OFFICERS: Representing the nominating committee, Dodge presented the slate of officers and appointments for 2009-2010:

Spadafore as President; Alessio, Vice-President; Spado, Secretary to the Board. Dodge made a motion and Spado seconded to approve the slate of officers for 2009-2010 as stated. All were in favor. Spadafore asked Alessio to proceed with the meeting.

D. APPOINTMENTS:
Financial Officer: Larry Dunstone
Clerk to the Board: Dorothy Morgan
Treasurer: Carol-Anne Mathews
Internal auditor: Sherry Chaar
Official newspaper: The Post Standard
Attorney: Michael Tremont of Costello, Cooney & Fearon, LLP for labor relations, employment
matters, and legal counsel.
Records Access Officer/FOIL Officer: Yvette Hewitt
Records Administration Officer: Martha Hopper
Spadafore moved and Spado seconded to accept the appointments as stated. All were in favor.

E. ADOPT ANNUAL CALENDAR Spado moved and Dunstone seconded to adopt the annual calendar as submitted. All were in favor.

F. DESIGNATE MEETING DAYS: Dunstone moved and Spado seconded to keep the meetings set at 6:30 p.m. on the first Wednesday of every month. All were in favor.

G. SET PETTY CASH-ON-HAND AMOUNT

Dunstone moved and Spado seconded to set the petty cash-on-hand amount at \$100.00. All were in favor.

H. SET MILEAGE REIMBURSEMENT RATE:

Dodge moved and Spado seconded to set the mileage reimbursement at 55 cents established by the Internal Revenue Service effective 01/01/2009. All were in favor.

I. APPROVAL OF CHASE AND KEY BANK:

Dunstone moved and Spado seconded to approve Chase Bank as a depository as well as Key Bank for library funds. All were in favor.

J. APPROVAL OF SALARY SCHEDULE:

Spado made a motion and Spadafore seconded to approve the salary schedule as submitted. All were in favor.

K. ADJOURNMENT: Spado moved and Spadafore seconded to close the Reorganization Meeting. All were in favor. Alessio closed the Reorganization meeting at 6:48 p.m.

REGULAR MEETING

A. Call to order Alessio, as requested by Spadafore, called the regular meeting to order at 6:49 pm.

B. Salutation to the United States Flag.

C. Correspondence circulated amongst the Board.

D. Agenda Changes No changes.

E. CONSENT AGENDA

1. Approval of June 4, 2009 Regular Board Meeting Minutes 2. Approval of Monthly Bills for June. Dunstone moved and Spadafore seconded to approve the Consent Agenda. All were in favor.

F. REPORTS TO THE BOARD

1. Friends report: Toscano reported that preparations are underway for the Annual Used Book Sale.

2. Staff report: Morgan reported on the NYSLAA Conference held in Troy, NY June 10-12, 2009.

3. Treasurer's report.

The Board received copies of the June 26, 2009, Expenditure and Revenue Reports. Dunstone reported on the library's financial status.

4. President's report

Alessio thanked the Board for his past service as President of the library Board, and welcomed Spadafore as incoming President.

5. Director's report

- Σ Eagle Star Review Newspaper dated July 1 to 7, 2009 highlighted Polly as the new Director for the Liverpool Public Library
- Σ Ed Kochian has retired, and William Fisher has been named as the new Deputy County Executive.
- Σ A draft Conflict of Interest Policy was sent to Tremont for a legal opinion.
- Σ Contractual agreements have been executed for the consultants who work on the library's web page, servers, and network.
- Σ Ed2Go catalog was distributed to the Board anticipated to launch mid July.
- Σ Change in the self pick-up of Holds. The library has asked for custom programming from Polaris and will implement soon.
- Σ Polly reported on the OCPL System Keureau Site attended. Σ Polly has volunteered to help at the Concert in the Park on July 8, 2009.

6. OCPL/Advisory Board Meeting

The next meeting will be held in Tully. Dodge may attend.

G. Items for Discussion and Action

1. Policies for First Reading: Inventory and Adopting New Board Policies Dunstone made a motion and Spado seconded to approve both policies for First Reading. All were in favor.

Staff Development Day Closings:

Spado made a motion and Spadafore seconded to approve closing the library for two half day workshops scheduled for September 16, 2009 and March 17, 2010.

H. Open Forum No report.

I. Board Forum No report.

J. EXECUTIVE SESSION

Alessio stated the need for an executive session to discuss a personnel and legal matter with action to follow on the legal matter. Spado moved and Dunstone seconded to conduct an executive session for the purposes stated by Alessio. All were in favor. Alessio declared an executive session at 7:21 p.m.

Spadafore moved and Spado seconded to return from executive session at 7:55 p.m. All were in favor.

Dunstone made a motion and Spado seconded that the Board adopt the Building Use Agreement between the Liverpool Central School District and the Liverpool Public Library as presented. All were in favor. President Spadafore and Vice-President Alessio signed the agreement.

K. Adjournment

Spadafore moved and Spado seconded to adjourn the meeting. Alessio adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Dorothy Morgan

Dorothy Morgan Clerk to the Board of Trustees

REGULAR MEETING AUGUST 5.