

**MINUTES  
REGULAR MEETING OF THE  
LIVERPOOL PUBLIC LIBRARY  
AUGUST 1, 2007**

**Trustees present: Alessio, Spadafore, Dunstone, Fulmer, Welcher, and Dodge.**

**Excused: Spado**

**Staff: Dailey, Director and Morgan, Clerk to the Board**

**Others: Staff.**

**REGULAR MEETING**

*A. Call to order*

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

*B. Salutation to the United States Flag.*

C. Correspondence folder circulated amongst the Board.

*D. Staff Reports*

Fensterer reported on his attendance at the Interop Conference and Tradeshow.

*E. Agenda Changes*

*F. Consent Agenda*

1. Approval of July 11, 2007 Regular Board Meeting Minutes

2. Approval of Monthly Bills for July.

Fulmer moved and Spadafore seconded to approve the Consent Agenda. All were in favor.

*G. Reports to the Board*

1. Treasurer's report.

The Board received copies of the June 2007, Expenditure and Revenue Reports. The actual year-end report has not been received.

2. President's report

Alessio informed the Board that Spado's absence was due to his mother's passing.

3. Director's report

- Library Services Expansion Project is a study group that will work on the library's next long range plan. Its purpose will be to examine service improvements through the use of new technology including facility improvements. The Board, staff, and members of the community will be involved.

- Dailey has not yet received any drafts of the Memo of Understanding from OCPL. This document will outline what services will be offered to member libraries.

- Polaris training is starting.

- OCPL Director Joyce Latham has been working on reducing the fines for children's materials. She is considering reducing the fines to ten cents a day. Dailey asked for the Board's reaction to this new policy for the sake of uniformity within the System.

- The Friends of the library are working on updating their Bylaws. Discussion followed as to whether there should be a formal arrangement for a liaison from the Liverpool Public Library Board to the Friends Board. The Board did not think this was necessary.

- Dailey attended a briefing by three Foundations: CNY Community Foundation, Gifford Foundation, and the Allyn Foundation.

*H. Items for Discussion and Action*

1. Update on roof project

Paul Kirk, project manager, informed Dailey that the flashing for the roof had not been installed properly. Welch Construction will be ordering new material and replacing the flashing.

Welch Construction is going ahead and removing the fence and scaffolding and taking care of the lawn.

The streetscape project is going well. The work should be complete around the first of September.

No report on the entranceway replacement project.

Alessio was excused at 7:00 p.m. Vice-President Spadafore continued the meeting.

2. Policy for Second Reading

### Employee Grievance/Complaint Policy

Dailey asked that the policy be tabled for a future agenda. Welsh made a motion and Dodge seconded that the second reading of the policy be tabled. All were in favor. Discussion followed. The library's attorney for labor matters will be reviewing the policy. The Employee Handbook will also be reviewed.

### 3. Policies for First Reading

- Volunteers

Fulmer made a motion and Dunstone seconded to approve the Volunteer Policy for First Reading. All were in favor.

- Vehicle Use

Welcher made a motion and Fulmer seconded to approve the Vehicle Use Policy for First Reading. All were in favor.

### *I. Open Forum*

*No report*

### *J. Board Forum*

Fulmer informed the Board that at Clifton Springs Library patrons get charged a \$1.00 for not picking up their holds. Dailey explained how the Liverpool Public Library's procedures work with regards to tracking patrons that are delinquent in picking up their holds.

### *K. Executive Session*

Vice-President Spadafore stated the need for an Executive Session to discuss legal and personnel matters with no action to follow. Welcher moved and Fulmer seconded to conduct an Executive Session for the purpose stated by Spadafore. All were in favor. Spadafore declared the Executive Session at 7:10 p.m. Dunstone moved and Dodge seconded to return from Executive Session at 7:25 p.m. All were in favor.

### *L. Adjournment*

Fulmer moved and Welcher seconded to adjourn the meeting. Vice-President Spadafore adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Dorothy Morgan

Clerk to the Board of Trustees

REGULAR MEETING: Wednesday, September 5, 2007 at 6:30 p.m. in the Sargent Meeting Room