

**MINUTES
REGULAR MEETING
LIVERPOOL PUBLIC LIBRARY
OCTOBER 3, 2012**

Trustees present: Spadafore, Alessio, Spado, Dodge, and Ward.

Excused: Dunstone and Scavone

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

Others: Staff and public. Peter Dunn, Executive Director of the CNY Community Foundation.

REGULAR MEETING

A. CALL TO ORDER

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

B. SALUTE TO THE FLAG: D. Towlson was asked to lead the Board in the salute to the flag.

C. CORRESPONDENCE: no correspondence

D. AGENDA CHANGES: no changes

E. CONSENT AGENDA

1. Approval of September 5, 2012 Regular Board Meeting Minutes

2. Approval of Monthly Bills for September.

3. Transfers

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

F. REPORTS TO THE BOARD

1. Treasurer's report.

In Dunstone's absence, Morgan reported on the library's financial status. Morgan was in receipt of the Liverpool Central School District's (LCSD) financial report for fiscal year ending June 30, 2012, which includes the Public Library fund. The summary of the auditor's results for the LCSD showed no material weakness or significant deficiency(ies) identified.

The Board also received copies of the expenditure and revenue reports through September.

4. President's report: no further news on the status of the Memorandum of Understanding between the Friends' Board and the Library Board.

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

- A small change in the amount of the library's contribution towards the cost of the ADA door hardware replacement project part of the Public Library Construction Grant proposal. Our contribution will be \$73.50 more than the 75% originally matched.

- Garage clean up is complete. The custodial department worked throughout the summer and separated items that could be sold to Auctions International. Proceeds were approximately \$300. The clean up also resulted in more available parking spots.

- Ann Alger's quilt is on display. Tickets are being sold as an additional fundraiser.

- Polly and Morgan will be meeting with Kati Phillips, Liverpool Central School District's Assistant Superintendent to discuss the district's 5-year Capital Facilities Plan and the building data involving the library.

- Polly distributed a brochure to the trustees on the New York Library Trustee Online Resource.

6. OCPL/Advisory Board Meeting: Dodge reported on the September OCPL Board Meeting.

G. ITEMS FOR DISCUSSION AND ACTION

1. Board Budget Schedule for 2013-2014

Ward made a motion and Spado seconded to approve the Board Budget Schedule for fiscal year 2013-2014 as submitted. All were in favor.

2. Policies for Second Reading and final adoption: Grievance Procedure and Program Policy
Dodge made a motion and Ward seconded to approve the Grievance Procedure for the Second Reading and final approval. All were in favor.

Ward made a motion and Dodge seconded to approve the Program Policy for the Second Reading and final approval. All were in favor.

3. Surplus list of non-repairable/obsolete equipment and furniture
Spado made a motion and Ward seconded to approve the surplus list as submitted. All were in favor.

H. OPEN FORUM: no discussion

I. BOARD FORUM:

- Ward reminded everyone that the Liverpool High School Marching Band will host its 2012 Home Show on Saturday, October 13, at 6:30 p.m. at the LHS Stadium.
- Dodge commented on how nice the dinosaur ribbon cutting ceremony was.

J. EXECUTIVE SESSION

Spadafore stated the need to enter into an executive session for legal and personnel matters that included the director's evaluation with no action to follow. Spado made a motion and Ward seconded to enter into an executive session for the purpose stated by Spadafore. All were in favor. Morgan and Polly were in attendance. Peter Dunn was asked to attend for the first part of the session. Spadafore called for an executive session at 6:41 pm. The Board and Polly remained in executive session for the director's evaluation. Morgan was excused.

Dodge made a motion and Ward seconded to leave executive session and adjourn the meeting. All were in favor.

K. ADJOURNMENT

Spadafore adjourned the meeting at 8:28 p.m.

Respectfully submitted,



Dorothy Morgan
Clerk to the Board of Trustees