LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

November 5, 2003

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

Excused: Fulmer

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

Others: staff.

Regular Meeting

Call to order

In the absence of President Fulmer, Vice-President Alessio called the meeting to order at 7:00 p.m.

Salutation to the United States Flag

Correspondence folder circulated among the Board

Staff Reports

Sprague

- Veterans Appreciation Program, Sunday, November 9, at 2:00 pm.
- Concerned Citizens Committee focus on the budget vote 2004, Thursday, November 13, at 6:30 pm.
- Arts and Crafts demonstration on November 10, at 6:30 pm
- Home Party Fundraiser on November 22, at 1:00 pm

Ward acknowledged the great work from the staff who represented the Liverpool Public Library during the Village wide Halloween celebration that was held October 24 & 25.

Consent Agenda

- Approval of October 1, 2003, Regular Board Meeting Minutes and the Special Board Meeting Minutes of October 28, 2003
- Approval of Monthly Bills for October

Ward moved and Dunstone seconded to approve the items under Consent Agenda.

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

Reports to the Board

Treasurer's report

No new report. The library has not yet received the 2002-2003 Year-End Fiscal Balance Sheet from the Liverpool Central School District.

President's report

No report

Director's report

In addition to the written report:

- Dailey recently attended Lawyers for Libraries with Ben Ferrara, the library's co-counsel. This workshop was an ongoing project of the American Library Association Office for Intellectual Freedom. The project was designed to create a network of attorneys around the country involved in, or committed to becoming involved in, the defense of the First Amendment freedom to read and the application of constitutional law to library policies, principles, and problems. Librarians who are not attorneys were invited to attend, but they had to be accompanied by an attorney. The Friends of the Liverpool Public Library will be taking care of registration cost for Mr. Ferrara.
- Library Merit and Performance Awards Ceremony was held on October 9. Alessio attended. The Circulation Department and Mary Davitt, librarian assistant were given the Performance Awards. Director's Awards went to David Fulton, Susan Garavelli, Christine Shaughnessy, Martha Hopper, Dorothy Morgan, Pamela Sprague, and Gina Fredericks.
- There are 199 Friends of the Library that reside in the Liverpool Central School District. It was reported that 92 voted on the 2003-2004 budget.

OCPL & Advisory Board

The next Advisory Board meeting will be held on Tuesday, November 11, in Dewitt.

Tech Vision Committee Report

Polly reported on a recent meeting where she learned that OCPL probably wouldn't have a new Integrated Library System until 2006. John Kuhn. OCPL Technical Services Department Head continues to talk about Horizon as the ILS of choice. Discussion followed regarding Metronet and Gaylord's Polaris System.

Items for discussion and action

Polices for Second Reading and Final Adoption:

* Adopting New Board Policies

Ward moved and Berryhill seconded to adopt the policy

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

* Circulation Policy

Spadafore moved and Spado seconded to adopt the policy with the inclusion of recommended wording under fines/charges.

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

* Copy Right Law Policy

Spadafore moved and Dunstone seconded to adopt the policy

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

* Inventory Policy

Berryhill moved and Spadafore seconded to approve the policy for First Reading with the recommended wording change.

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

Budget Vote date

Upon request from the Board, Dailey met with Janice Matousek, Liverpool Central School District's Superintendent, to discuss the issue of the library's next operating budget vote being held at the same time as the school district's annual vote. As a result of the discussion, Ms. Matousek will take the request to the School Board.

There was a general consensus of the Liverpool Public Library's Board of Trustees that the library vote be combined with the Liverpool Central School District's annual vote.

Preliminary budget discussion for 2004-2005

The Board will be looking at various things like the cost of living increase, retirement, basic operating costs as well as other issues that may impact the bottom line. General discussion was held on recommendations for the overall budget percentage increase. Spadafore would like no layoffs. Overall it will be another very tight budget.

Long Range Planning Document for 2003-2006

Ward moved and Spadafore seconded to approve the Long Range Plans. This document may be amended to include a revised Mission Statement.

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

Open Forum
Nothing to report

Board Forum
Nothing to report

Adjournment

Berryhill moved and Spado seconded the Board adjourn the meeting. All were in favor. Vice-President Alessio adjourned the meeting at 8:00 pm.

Respectfully submitted,

Dorothy Morgan

Clerk to the Board of Trustees

Darothy Morgan

Next Regular Board Meeting: Wednesday, December 3, 2003, at 7:00 p.m.