

LIVERPOOL PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
November 7, 2001

Trustees present: Alessio, Ward, Dunstone, and Berryhill. Spadafore arrived at 7:15 pm.

Excused: Fulmer and Spado.

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

Others: staff and public.

### **Regular Meeting**

#### *Call to order*

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

Salutation to the United States Flag

#### *Open Forum*

Dailey: the library is co-sponsoring programs with the American Red Cross.

#### Lyon:

- conveyed her gratitude to the computer department staff for their assistance they provided to the second floor staff during the new carpet installation.
- Lyon, who is retiring at the end of December, thanked the Board for its support over the past twenty-one years that she has worked for the library. A dinner will be held in her honor on December 4.

Liverpool resident Armond Cannella, asked the Board if there was going to be discussion at this Board meeting regarding the building proposal. Nottingham informed Cannella that on Monday, November 12, a Public Meeting is planned to discuss sites for the proposed Clay Branch.

#### *Consent Agenda*

- Approval of October 3, 2001, Regular Board Meeting Minutes
  - Approval of Monthly Bills for 10/4/01, 10/11/01, 10/18/01, 10/25/01 and 11/1/01
  - Transfers as submitted on the fund balance proposal approved at the September Board Meeting
- Ward moved and Berryhill seconded to approve the items under Consent Agenda. All were in favor.

#### *Reports to the Board*

##### Treasurer's report

Dunstone reported on the library's financial status. The Board received copies of the June Expenditure and Revenue reports.

##### President's report

No report.

##### Director's report

In addition to the written report:

- Veterans program on November 8, 2001
- written report from Nottingham on "Being Digital" Liverpool Public Library and the future of technology
- written report on the Computer Literacy Committee goals and objectives submitted by David Fulton
- thank you note from librarian Susan Smith to the Board for approving the funding necessary for staff training and continuing education opportunities.
- Public meeting on November 12 at the library on proposed sites for the Clay Branch

OCPL & Advisory Board

- No Advisory Board report. OCPL is still interviewing candidates for the Director's position. Nottingham, on behalf of the Board, will send a letter to the President of the OCPL Board asking for a status report on the director's search.

NYLA Reports

E. Dailey, D. Fulton and D. Mickle, submitted verbal as well as written reports to the Board on their attendance at the New York Library Association's Annual Conference held in Albany in October.

*Items for discussion and action*

Patron Code of Conduct Policy

Ward moved and Spadafore seconded to approve for second reading and final approval the Patron Code of Conduct policy.

On the motion: 5 ayes, 0 nays; motion carried

02/03 Budget

Nottingham asked the Board for general guidelines on the proposed budget for fiscal year 2002/03.

- maintain fairly stable staffing with a fiscally conservative increase
- no major new programming that would have a fiscal impact

Building program update

Nottingham informed the Board that the project is moving along quite well with plans for this facility. The committee will be spending considerable time with Clough, Harbour over discussions concerning the proposed Clay Branch.

*Board Forum*

On behalf of the Village of Liverpool, Ward thanked Nottingham and the library staff for their continued cooperation with the Village and the business owners. "Christmas in the Village" will be held the weekend of December 8 & 9. The library will be participating in this event.

*Executive Session*

Vice President Alessio stated that the Board has need to enter into executive session for the purpose of discussing real estate with respect to the proposed building project, and a specific personnel matter with no action to follow.

Ward moved and Spadafore seconded to enter into executive session for the purpose stated by Alessio.

All were in favor. An executive session was declared at 8:15 pm

Ward moved and Berryhill seconded the Board return from executive session at 8:45 pm and adjourn the meeting. All were in favor.

*Adjournment*

Alessio adjourned the meeting at 8:45 pm

Respectfully submitted,



Dorothy Morgan  
Clerk to the Board of Trustees

**Next Regular Board Meeting: Wednesday, December 5, 2001 at 7:00 pm**