

MINUTES
REGULAR MEETING OF THE
LIVERPOOL PUBLIC LIBRARY BOARD OF TRUSTEES
DECEMBER 6, 2006

Trustees present: Alessio, Spado, Dunstone, Fulmer, and Welcher.

Excused: Spadafore and Dodge.

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

Others: staff.

Before the Regular Meeting a community comment meeting was planned to receive the community's input on the 2007/2008 annual operating budget. No one from the public was in attendance.

Regular Meeting

Call to order

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

Salutation to the United States Flag.

Correspondence folder circulated amongst the Board.

Staff Report from Pam Sprague, Coordinator of Community Relations

- Holiday Shopping Extravaganza on Saturday, December 2 was very successful.
- HealthLink is offering smoking cessation classes at the library starting January 9th. These programs will be free and open to the public and staff.
- A donation of \$100 was made to the local Santa. The money goes towards gifts Santa delivers to families in need, the VA Hospital, and to local nursing homes. The money was raised by bottle returns. CSEA also contributed.

Agenda Changes

No changes.

Consent Agenda

Approval of November 1, 2006, Regular Board Meeting Minutes. Approval of monthly bills for November.

Fulmer moved and Spado seconded to approve the items under Consent Agenda. All were in favor.

Reports to the Board

Treasurer's report

The Board received copies of the November 2006, Expenditure and Revenue report from Morgan. Dunstone reported on the library's financial status.

President's report

No report.

Director's report

- Staff Development Day: the staff evaluations were positive. Dailey expressed the staff's appreciation to the Board for allowing the library to close for the day's events.
- Dailey reported on the Legislative Breakfast she attended.

- OCPL's Governmental Relations Committee is looking for new members.
- The Board received copies of memorandums of agreement between CSEA and the Liverpool Public Library that resulted from a Labor/Management Meeting held in November. The Board will review for further action at the January Board Meeting.

OCPL/Advisory Council report

Dailey reported that Joyce Latham, OCPL Executive Director announced in a memorandum the implementation of several staffing changes at the main library and branches. Deputy Director Kate McCaffrey will be the new liaison to the member libraries.

NYLA report

Welcher reported on her attendance at the New York Library Association's Annual Conference in Saratoga. This was the first time Welcher had attended a professional library conference.

Items for discussion and action

H.1. Community Comments – no report

H.2. Budget discussion for 2007-2008

Dailey will continue to scrutinize each line of the budget. Discussion continued relative to the health insurance employer/employee contributions.

H.3. Roof and garage update

Paper work is being completed related to insurance coverage, signing of the contracts and required submittals from Patterson Stevens the company that will be working on the garage column repair.

H.4. Public Library Construction Grant for roof

Dailey submitted a grant application part of the \$14 Million Public Library Construction Grant Program from the New York State Library Division of Library Development. The grant if approved would help with the roof expenses.

On motion by Dunstone seconded by Fulmer the grant was approved for submission to OCPL.

On the motion: 5 aye, 0 nay; motion carried

H.5. Verizon Foundation Grant

The library submitted a grant application to the Verizon Foundation for a pilot project to improve parent/caregiver knowledge of early literacy materials, tools, and techniques and to develop an exclusive reading club for preschoolers. The application was completed by Polly, Dailey and Linda Meyer, Youth Services Coordinator.

On motion by Fulmer seconded by Spado submission of the grant was approved.

On the motion: 5 aye, 0 nay; motion carried

Dailey received documentation that the application submitted by Village of Liverpool Mayor Marlene Ward to the Community Development Division for the Tulip Street/Library handicap project was approved. Dailey, Ward, the Project Manager from Bovis Lend Lease, and James Trasher, the Engineer from Clough Harbour & Associates LLP will meet to discuss the coordination of the roof and handicap projects for Spring 2007.

Open Forum

No comments.

Board Forum

- Spado asked about the status of the computers being moved out of the computer lab and who was working on the move.
- Spado asked the Board President when given notice of an Executive Session and when appropriate that the Assistant Director, Business Manager, and Head of Personnel be asked to stay during the session.
- Fulmer acknowledged Welcher's NYLA report as being very informative and thanked her for attending the Conference.
- Fulmer commented on the usefulness of the Library Comparison Data the Board had received.

Adjournment

Dunstone moved and Spado seconded to adjourn the meeting. All were in favor. Alessio adjourned the meeting at 8:08 pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Dorothy Morgan". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Dorothy Morgan
Clerk to the Board of Trustees

Next Regular Board Meeting: Wednesday, January 3, 2007 at 6:30 p.m.