

**LIBRARY BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING MINUTES  
January 18, 2023 at 7:30 PM**

Meeting Called to Order: 7:36

**PRESENT:** J. Golde, J. Andrews, A. Hendele, L. Stutz, I. Cruz, J. Ilany, L. Barrett  
E. Carlson (Director), D. Garofalo (DFPL)

**ABSENT:** T. Gordon

**Public Comment Period**

- No one from the public wished to make a comment

**Approval of November Minutes**

- J. Ilany moved to approve minutes, L. Stutz seconded and all approved

**President's Report**

- Working on budget

**Director's Report**

- Events -
  - o Children's New Years Event was a huge success - overflow crowd
  - o Friends of DFPL Valentine's Sale scheduled for Feb. 11
  - o Christmas event with Santa - big success
  - o Room Rental flyers out in several stores in the Village
  - o As part of the ongoing effort to become the Cultural Hub of the Village we held a World Cup viewing party
  - o Erik has officially become a Passport Agent
  - o 2023 Holiday Hours revised
  - o DLD Grant Update - To be used for HVAC units and automatic door openers Elizabeth applied for the DLD grant for the HVAC and automatic door openers. HVAC units died in June 2021 and fixed at the end of June 2021. Grant period was to start work in July 1 2021 and so the funds may be lost.\$15,000. Cannot be used for anything else. The rest of the grant for the automatic doors may also be impacted. In the process of getting quotes
  - o Next DLD Grant - quote from Otis elevator \$20k in maintenance. Background: Quote for Otis Elevator. Elevator may die soon. We need a new motherboard at the cost of approximately \$25,000. Hoping we can get a grant to cover a portion of it.
  - o Other Potential uses for DLD Grant
    - Water bottle filling stations
    - Window tinting
  - o New website up and running
  - o Library Assistant - ESL STARTING Monday
  - o Outreach with Springhurst - Library programs in Springhurst announcements
  - o Weatherproofing of exterior doors
  - o J. Andrews mentioned that the state does free energy audits.
  - o L. Stutz said that the village was supposed to have done an audit through Honeywell. E. Carlson should look into this.
  - o Jeff wants to get more people in the door of the library
  - o I. Dominguez suggested a knitting clubs for kids

- o J. Ilany suggested reaching out to other Dobbs organizations so they are aware of room rentals, etc
- o Erik had a discussion with New Rochelle Director about setting up a Foundation - fund raising as well as operating expenses  
Friends are doing well but a Foundation will be important moving forward

### **Librarians' Reports**

- o None in attendance to report

### **Friend's Report**

- M. McNamara unable to attend, J. Ilany provided an update on her behalf
  - o Still working on getting the Estate funds in place.
  - o Not for profit status was restored
  - o Valentine Sale - needs home made baked goods Feb 11
    - Several members of the board agreed to contribute
  - o Need to coordinate with Village during holidays to have programs to boost attendance
  - o Christmas Sale may be reduced to one day
  - o Friends are looking for new people. Gretchen Beckhorn, a new Friend, was commended for her efforts. She has been curating the books in the storeroom and maintaining the books for sale in the library.

### **Committee Reports**

- Finance
  - o Overview of 23-24 budget proposal
  - o Internal Budget and Revenue documents
  - o J. Golde moved to accept \$570 in donations from Helen Anbinder, all approved
  - o A. Hendele moved to accept \$27,585 DLD check, L. Stutz seconded all approved
  - o Budget process overview by J. Golde
  - o L. Stutz suggested that Larry be asked to come in
  - o J. Golde suggested that J. Andrews (newly installed treasurer) meet with Jeff Chuhta, Village Treasurer
  - o 2024 Budget Draft will be sent to Trustees
  - o Personnel
    - Library Assistant hired
    - YA Librarian job posting removed, will be reposted
    - Change in duties for Metha and Donna
- Policy & Compliance
  - o J. Ilany moved to update Program Policy re: sale of products by any presenter in the library must be approved in advance by the Library Board. L. Stutz seconded - all approved
  - o Circulation Policy selection of materials
  - o By-Laws updates to be voted on in Feb
  - o Discussion of Fines for vote in March/Apr - Suggested that the Friends could send a letter requesting a donation to the library to keep it fine free
  - o Board Education (compliance) for Trustee education - WLS has preapproved providers. In person or zoom. Save in google drive folder; Two hours by the end of 2023.

- Trustee Committee
  - Trustee Search
    - Mr. David Tabacoff interviewed by Building Committee
    - Mr. Tabacoff to meet remaining trustees Tuesday Jan. 24 via Zoom

### **Matters Requiring Action**

- Trustee Search
  - Install trustee by February meeting
- Exec. Comm process

### **Updates/Additional Matters**

- ED Evaluation

### **Reports/Announcements**

- Next regular meeting is scheduled for February 15 at 7:30 pm
- Upcoming board meeting dates for 2023 are as follows: March 15 at 7:30 pm

J. Golde Moved to close. A. Hendele seconded. Meeting adjourned 9:26pm