

**LIBRARY BOARD OF TRUSTEES
REGULAR PUBLIC MEETING MINUTES
June 21, 2023 at 7:30 PM**

Meeting Called to Order at: 7:36,

Present: Jeff Golde, President, Jed Ilany, Jennifer Andrews, Isabel Dominguez, David Tabacoff, Allison Hendele, Mary Mcnamara, Liberty Barrett, Eric Carlson, Director, Donna Garofalo, Recording Secretary.

Absent: Linda Stutz

Public Comment Period:

Approval of May Meeting Minutes Jed motioned to approve, second Liberty - all in favor

Presidents' Report

- No meeting until September

Director Report

- Cultural Heart of the Community Report. Greenburgh Pride and Eid.
- Approve Seasonal employees - Franka Pessin and Louis Albanese for clerical positions
- DLD updates
- Department Heads Town Update
- YA Librarian Update. Canvassing for a full time librarian position Library assistant position is also being canvassed. So far all candidates have declined.
- 2 outreach tables at the Food Pantry - need to provide bilingual flyers; went well and will continue monthly drop in. Jed offered to go as he speaks Spanish.
- Sesquicentennial coming up - will have a table
- Fourth of July - Eric plans to have a private party for Staff and trustees - barbecues, etc to watch fireworks
- Earth Overshoot Day - crafts and event to promote incl Hastings Repair Cafe-August
- Faucets replaced in restrooms, feminine products in rest rooms, lights added; credit card payments now being accepted
- Reporting stats updated so that it reflects correctly
- Grant for door openers still in progress; matching grant has been extended
- Clock tower repair needs matching funds
- Cybersecurity will add a 2 factor authentication to all emails

Librarian Report

- Incidents of borrowed bike

Friends' Report

- Mary discussed the upcoming calendar - book sale in fall; Etsy craft fair - Sept.
- Holiday book and craft fair Dec 2, 3

Committee

- Policy & Compliance
 - o By-laws
 - Streamlining the process of Filling Board vacancies - to be voted on next month. Discussion on language used as regards budget and

allocation of funds in accordance to State laws. Allison is making changes and will send to the Board. Finance Committee Chair (formerly called Treasurer).The Village Treasurer actually writes checks for the Library according to NYS law. Agreed to keep wording as is. Unanimously approved.

- Looking into policy of Director vacation policy - notification
- Circulation Policy. Voted to approve Jed moved to approve. Jennifer second. Unanimous approval.
- o Trustee Education voted to approve education policy.
- Finance Committee
 - o Accept \$176.05 from the Friends anonymously approved
 - o Start charging \$1 for 3D print requests up until now no charge; need to cover cost of labor and
 - o Clocktower
 - o Year End Budget Update
 - o Fund Threshold
 - o Policy changes to be considered; Transparent to public important
- Marketing
 - o Strategies for bringing in folks to the library. Branding and awareness need to be defined
 - o Brainstormed bringing in the Spanish speaking population
 - o Stats are being kept at three different areas in Library since last July
- Personnel Committee
 - o P/T Holidays-p/t staff works for holidays when regularly scheduled. Three floating holidays. Looking to reconsider policy to make it more equitable

Discussion

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Updates/Additional Matters/Next Meeting

Trustee Education

2023 Trustee Handbook Book Club Schedule

- Financial Planning & Budgeting (Tuesday, June 20, 2023 | 5:00-6:3pm) [REGISTER](#)
- Understanding Mass Communication and Today's Challenges (Thursday, July 20, 2023, 6-8 PM) [REGISTER](#)
- Strategic Planning (Tuesday, August 15, 2023 | 5:00-6:3pm) [REGISTER](#)
- Equity, Diversity, Inclusion, Access & Justice (Tuesday, October 17, 2023 | 5:00-6:3pm) [REGISTER](#)
- Financing & Managing Construction Projects (Tuesday, December 19, 2023 | 5:00-6:3pm) [REGISTER](#)

Post event details:

- All those who attend a live session will receive a certificate of attendance.
- All those who register will receive a follow up message with a recording of the session.
- All sessions will be recorded and archived on [the landing page for the series](#). No certificates of attendance will be issued by MHLS for independent viewing of a session.

Announcements

- Next regular meeting is scheduled for September 20 at 7:30 pm
- Upcoming board meeting dates for 2023 are as follows:

Adjournment at 8:52 pm