

Minutes for DFPL Board of Trustees Meeting Jan 21, 2026

Call to order:

A regular monthly meeting of the Dobbs Ferry Library Board of Trustees was held on January 21, 2026 at the Dobbs Ferry Public Library. The meeting began at 7:30pm and was presided over by Linda Stutz as President, David Tabacoff as Vice President, and Inna Livitz as Secretary.

Attendees:

- Voting members in attendance: Linda Stutz, David Tabacoff, Inna Livitz, Erika Abelon, Sam Gruen, Alex Peck, David Agosto
- Library Staff in attendance: Erik Carlson, Director, taking minutes
- Guests: Frank Vizard, David Webber; Donna Assumma, Village Liaison by phone

Approval of Minutes:

The minutes from the December meeting were reviewed and approved by the Board of Trustees. No corrections or changes were requested.

Review:

1. President's Report

- **New Trustees:** President Stutz welcomed unconfirmed incoming Trustees, David Webber and Frank Vizard.
- **Feedback on Village Goals:** Village Liaison Donna Assuma asked that the Board share feedback on these goals by the end of January. President Stutz raised fixing the library HVAC system as a continuing priority and asked trustees to add other priorities on the google drive.
- **Rivertowns Gala: VP Tabacoff** agreed to handle any Library to do's while President Stutz is away. Erik will promote Gala through newsletter, social media, etc.
- **Committee composition:** New trustees to advise their preferences for committees. Trustee Livitz mentioned that an extra person on the policy committee would be helpful. Research committee will be reactivated as needed, including for the annual report.

2. Director's Report

- The Director reported that the new handyman has started working and the first projects that he will be working on include the area behind circulation and the reference desk on the second floor.
- **Minigolf fundraiser:** looking for a few final sponsors and additional items for the silent auction. Need volunteers. The Rivertowns Dispatch will include a piece on the fundraiser.
- Ned Canora's upcoming retirement party will be attended by approximately 40 people, including a former DFPL director.

3. Librarians' Report

- The New Years Eve party drew over 100 people with multiple activities in different areas of the Library.
- The Library will be hosting a Bloody Valentine Blood Drive in February.
- The Library is adding another part-time notary.

4. Secretary's Report

- Secretary Livitz shared ideas for optimizing the use of trustee Google accounts, including building out a shared drive to which all documents from individual drives would be migrated. Trustee Peck shared a plan for streamlining the assignment of email accounts to new trustees, which would also facilitate the archiving of former trustee accounts, including emails. An ad-hoc information management committee was formed, with trustees Livitz and Peck to work out the details of the updates to the trustee Google workspace, in consultation with WLS regarding any applicable record-retention policies. A trustee working session may be required in the future to transfer all files to the new Google drive structure.

5. Resolution. The Board passed the following resolution in honor of Ned Canora following a motion by Trustee Livitz, seconded by Trustee Peck:

Resolution of the Board of Trustees of the Dobbs Ferry Public Library (DFPL) to honor Edward (Ned) Canora for over 25 years of extraordinary service to the Library and our community. For a quarter of a century, Ned has been a steady, generous, and inspiring presence — someone who showed up every day with heart, humor, and a deep belief in what a library can mean to people. As Assistant Director, he supported staff, welcomed patrons, helped create our garden and terrace, solved problems big and small, and helped shape the library into the warm, vibrant place it is today. We are grateful for his dedication and the countless ways he made this library better. His impact will be felt for many years to come. With admiration and affection, the Board offers its heartfelt thanks and warmest wishes to Ned as he begins this next chapter.

5. Friends of the Library Report

- Trustee Agosto reported on the support that the Friends of the DFPL expect to provide to the Library this year.
- President Stutz to meet with Friends' president to discuss using the basement to set up a "library of things."

6. Committee Reports

Policy Committee:

- Updated code of conduct and the updated bylaws are ready for review by the Board. Both documents will be ready for a vote at the February meeting.

- The Policy committee has been tasked with updating several policies originally included in the body of the employee handbook, which will be converted to standalone policies as part of the library employee handbook revision. The Personnel Committee clarified that some policies can be replaced by links to the Village employee policies, once the updates to the Village employee handbook are complete.

Finance Committee:

- Trustee Tabacoff reported that the Finance Committee reviewed Library financial statements and found them in order. Trustee Peck reported on the preliminary budget meeting with the Village, where HVAC repairs were mentioned as a Library priority, especially in its role as a cooling center for the Village.

Personnel Committee:

- The Director reported the addition of a new shelver.
- The Director has begun the necessary paperwork to launch the search for the new assistant director.

Items for Vote

- Motion made to decommission six file cabinets, seconded, and approved by the Board.
- Motion made to update the charter amendment petition to add the required language, “and to designate the Commissioner of Education as an agent of the corporation upon whom process in any action or proceeding against it may be served,” seconded, and approved by the Board.

Announcements and Upcoming

- Next meetings scheduled: February 11, March 18, April 15, May 20, June 17

Adjournment

A motion to adjourn was made and seconded. The meeting ended at 8:45pm

Secretary signature: Inna Livitz

Date of approval by the Board: