

**LIBRARY BOARD OF TRUSTEES
REGULAR PUBLIC MEETING MINUTES
April 13, 2022 at 7:30 PM**

Meeting Called to Order at 7:36 pm

Present: J. Andrews, L. Barrett, S. Brennan, N. Cannora (DFPL Interim Director), J. Golde, T. Gordon, A. Hendele, J. Illany, M. McNamara (DFPL Friends), C. Sherman, L. Stutz

Absent: I. Dominguez, L. Taylor (DF Trustee Liaison)

Public Comment Period

- No one from the public wished to make a comment

Approval of Meeting Minutes

- T. Gordon moved to approve the March minutes. J. Illany seconded the motion and all approved.

G. Elbert Presentation

- G. Elbert presented the Metis book categorization system for the Board to consider adopting for the Children's Library
- The library currently uses the Dewey Decimal system to characterize non-fiction books
- The Metis system was developed by the Ethical Culture School as a way to improve children's ability to find and discover new non-fiction books
 - Utilizes a hierarchical/umbrella system similar to the Dewey Decimal system, but with a more modern, inclusive approach
 - Minimizes bias in the Dewey Decimal system
 - Allows children to find books on their own and discover new topics
 - Developed with children's feedback
 - Would improve non-fiction book circulation
- Books would need to be relabeled
 - Labels would be with pictures and words
 - Ideal time to make the change due to the current reorganization of the Children's Library
 - Interest from the Dobbs Ferry Schools to learning about the new system
- Board will take the information presented under advisement

Interim Directors report

- Library was recently contacted about a photo that it used on the website for approximately two months several months ago. The company who emailed the Library demanded funds for the Library's use of the photo
 - N. Canora contacted the Village, who advised him to speak with IT Support and the situation is being handled in accordance with the recommendations of the Village and IT Support.
- Sustainable Dobbs will be hosting two future events
- N. Canora reported that his first week and a half as the Interim Director went well

Presidents' Report

- J. Golde thanked the Friends and J. Illany for the reception for E. Hobson

Friends' Report

- Craft Book and Jewelry sale will be held on Apr 24, 2022
- Annual meeting will be held on May 4, 2022
- The Friends are working on the financial audit

Committee Reports

- Finance
 - The Preliminary Village budget is open for public comment. It will be voted on by the Village Trustees on April 26
 - Budget is very close to what we proposed
 - Explained that although the Village must approve the budget, the Library controls the allocation of the budgetary funds
 - The Library has a separate earmarked budget from the Village
 - Bills do not need to be approved by the Village
 - Finance committee and/or board reviews them
 - However the Board works to assist the Village and wants strong ties with the Village
- Library Director Search
 - J. Andrews reported that we have several people who contacted us for a position
 - Four individuals have advised that they will be taking the civil service test
 - Need to call the list by May 1 due to the expiration of N. Canora's appointment as the Interim Director at the end of June/beginning of July
 - We do not know how many people are interested in the position
 - People may be interested after the list is canvassed
 - Can start interviewing shortly after the list is called however must wait at least 10 days before finishing the interview process
 - First round of interviews should be the written questionnaire
 - Search committee will handle the interviews
 - Will report back and the entire Board will interview the two final candidates
 - All trustees should provide feedback on the questions asking candidates
 - Weekly committee meeting
 - Would like to get some questions/topics from the staff for issues to ask the candidates
 - Discussion of what role if any E. Hobson should have

Matters Requiring Action

- Battle of the Books
 - The Battle of the Books is typically handled by the teen librarian. G. Elbert has offered to run the program but has requested a stipend for the extra time that she will be required to spend planning and preparing the program
 - J. Golde moved to permit G. Elbert to run the program. J. Elany seconded. All approved.
 - Compensation amount was discussed in Executive Session
 - During Executive Session the proposed stipend for the planning and preparation of Teen Battle of the Books program was approved.
- Changes to By-Laws- tabled until May

- Room Rental Policy - tabled until May
- Vote to Approve 2021 State Annual Report
 - Per N. Canora, the report was submitted to the State. J. Golde moved to approve the report. C. Sherman seconded. All voted in favor.

New Business

- Library Fines Policy
 - N. Canora reported that the Library has received a positive response to the no fines rules that were put in place in response to the pandemic. The Library is not having issues with excessive late returns
 - Income from the Passport application fees and Ezpass far exceed the income the Library used to receive from fines
 - Books are considered lost after 30 days and the Library is owed the cost of the book
 - Nationwide libraries are moving towards removing fines since they are considered to create a financial barrier to individuals using libraries
 - Board will vote on the matter in the next meeting

Announcements

- Next regular meeting is scheduled for May 18, 2022
 - 3rd Wednesday of each month with no meetings for July and August

Executive Session

- J. Golde moved to executive session to discuss personnel matters at 9:00 pm. T. Gordon seconded. All approved.
- J. Golde moved to leave executive session. A. Hendele seconded. All approved.

Adjournment at 9:40 pm