

**DOBBS FERRY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES 03/26/2017**

The meeting was called to order at 10:01 AM

In attendance: Maria Nigro, Betty Gilmore, Rebecca Pitts, Angela Mathisen, Nicole Sullivan (Village Board Liaison), Ned Canora (Director)

Excused: Paula Dambroff

Guests: Juli Charkes, Ali Moss, Kelli Koster, Matthew Ghiorse

ANNOUNCEMENTS:

- The oath of office was administered to new Trustee, Angela Mathiesen, for a 5 year term of office, ending in 2022

MINUTES of January 17, 2017 were approved unanimously upon a motion by Becky Pitts and a second by Betty Gilmore

DIRECTOR'S REPORT:

- Website update – Mr. Canora will follow up again with Christy Knell as a possible vendor & if she is unavailable, he will seek another option
- It was noted that the Chrome books issued to Dobbs Ferry school children cannot connect with the library system due to the WLS security webpage. Mr.Canora continues to work on resolving this issue
- The library is collaborating with Cabrini Immigrant Services to provide Spanish language books. A question was raised regarding provision of library cards to patrons without documentation and the cards issued are the same as those issued to other patrons
- The Battle of the Books competition will be coming up in October and it is hoped that our library can secure enough interested students to participate
- Carpeting: Mr. Canora is seeking multiple quotes re the cost of replacing the carpeting in the library, and including the currently uncarpeted Children's Room in that quote. It was suggested carpeting the Children's Room should be accomplished over the summer
- The Children's Room: it was concluded that the area, which contains unused computers & some tables too tall for young children to use would benefit from a renovation to make it a more kid-friendly space

LIBRARIANS' REPORTS: Attached reports from the Reference, Children's, and Youth Librarians

- Betty Gilmore commended Mr.Canora on having the Librarians include the number of hours spent on the activities listed in their reports. She additionally commented that 6 hours per month listed for the Reference Librarian on the weekly Writing Group seemed rather high.

COMMITTEE REPORTS:

BUDGET:

- Maria Nigro reported on her discussion with Village Nominating Committee Chair, Bob McLoughlin, who recommended that the Library request capital improvement funding as that might be more likely to be funded than additional personnel
- A motion was made by Maria Nigro, seconded by Betty Gilmore & unanimously approved to add \$50,000. to the 2017-18 budget request for capital improvements, including updating the website, replacing the carpeting, and renovating the Children's Room
- The Village will be holding a meeting with each department to review their budget request on March 30; Ned Canora & Betty Gilmore will attend

OTHER:

- The discussion regarding the creation of additional committees such as Outreach, Marketing, & Fundraising will be postponed until the May meeting, as per a motion by Maria Nigro & seconded by Angela Mathisen, and unanimously approved

NEW BUSINESS:

- Status of filing board positions and the plan for orientation:
 1. The village code will need to be amended before 5/16 in order for the library to amend its bylaws to expand the number of board members from 7 to 9, and to add an option of absentee voting via email or telephone
 2. Maria Nigro will contact the village regarding this process
- The Lenore Lam Estate: The Director stated that the Board needed to authorize persons to communicate with entities wanting to close out the estate. Of the \$100,000 bequest to the library - \$87,000. was received two years ago. The Board had many additional questions so the item will be deferred to the next meeting pending further information. Motion by Maria Nigro, seconded by Rebecca Pitts, unanimously approved
- Annual Report
 1. A Whistleblower Policy needs to be developed – this will be referred to the Policy Committee to prepare a draft for Board review
 2. A motion was made by Maria Nigro, seconded by Angela Mathisen & unanimously approved to review the report at the May meeting
- The Director will provide the incoming new Board members a tour of the library

THE NEXT MEETING WILL BE **Tuesday, May 16 at 7:00 PM.**

Meeting was adjourned at 11:54 AM

Submitted by Betty Gilmore