

**DOBBS FERRY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES 1/23/19**

Meeting called to order by A. Moss at 7:34pm

Present: A. Moss, M. Nigro, M. Ghiorse, E. Hobson (Director), C. Aggarwal, J. Wai, N. Sullivan (Trustee liaison), T. Gordon, C. Torino

Excused: K. Koster, J. Golde

Guests: V. Jones (Friends of the Dobbs Ferry Library), Rob Baron (DFPTSA's Safe Routes Committee) Anilla Cherian (VP of DFPTSA Safe Routes)

Approval of minutes from prior meeting with the following corrections: NYCLASS projected income is \$5k/yr.

- Moved by M. Ghiorse, Second C. Aggarwal, Unanimous vote

Presentation and Discussions

Friends Report

- Moving forward the Friends will share meeting notes and reports with the Library Board
- Next meeting will provide a breakdown of where income comes from
- Currently developing a schedule of events
- The 2018 Annual Appeal brought in \$3k, but cost \$2k to produce
- Concerned that they may need to use \$4k from endowment to cover the \$14k they promised to the Library for programs

Introduction of new Trustees Tiffany Gordon and Chris Torino

Safe Routes Presentation

- Safe Routes is advocating for the relocation of Beeline Bus routes from Broadway to Main Street
- Safe Routes would like the Library and other Main Street stakeholders to support their advocacy
- The current stop on Broadway is at a busy intersection without crosswalks

Appointments

- Administration of Oath of Office to newly elected Trustee Tiffany Gordon
- Administration of Oath of Office to newly elected Trustee Chris Torino
- Appointment of officers for 2019: A. Moss as President, J. Wai as Vice President, M. Nigro as Secretary
 - Motion made to accept the slate made by M. Ghiorse, Second by C. Aggarwal, Unanimous vote

President's Report

- Board retreat in January was inspiring and rejuvenating
- Trustees need to update Trustee Bios

Director's Report

- EZ Pass agreement submitted; awaiting for application to be processed
- Passport training delayed because of Federal Government shutdown
- WLS focused on training staff for migration to Evergreen. N. Canora is the official Staff Trainer and attending many WLS training sessions
- EBooks usage is up 97%
- Patron PC usage is up 18%. Access is important to people who do not have smartphones or PC's.
- Revenue is up 60% because of rentals. Charges (overdue fines) are down (likely because more and more patrons are using Ebooks, which automatically 'return'), NYCLASS earnings are up

- M. Nigro questioned while Children's Questions are down even though Children's usage is up. E. Hobson: because we do not have duplicate coverage
- T. Gordon questioned if our fines are in line with area libraries. Yes, especially since more and more libraries are moving towards a fine-free structure to increase access

Finance Committee

- Working on Budget with E. Hobson
- Meeting with the Village ASAP

Personnel Committee

- E. Hobson all 3 full-time employees completed annual review

Marketing & Communications

- no report

Policy & Compliance

- no report

Community Outreach & Advocacy

- Sustainability even in April, but cannot accommodate Friends' desire to use the Community Room for RiverArts, will try to coordinate better next year.
- Riverarts: Three YA authors will discuss their work on February 10, 2pm
- American Creed Community Conversation grant was accepted. Jami Floyd of WNYC will moderate the conversation on March 24
- March 3 is Comic Night
- May 4 is Comic Con

Committee assignments for 2019

- Finance - M. Ghiorse (Chair), M. Nigro, C. Aggarwal
- Personnel - K. Koster (Chair), C. Torino, J. Golde
- Marketing - A. Moss (Chair), M. Ghiorse, and J. Golde plus staff
- Policy - K. Koster (Chair), T. Gordon, A. Moss
- Community Outreach - E. Hobson (Chair), J. Wai, C. Aggarwal, T. Gordon
- Strategic Plan Task Force - J. Golde and E. Hobson (Co-Chairs), C. Torino, J. Wai, all trustees and full-time staff
- Art Exhibition Committee - M. Nigro (Chair), J. Golde, K. Koster, E. Hobson

Mentor assignments for new trustees

- M. Ghiorse and M. Nigro to serve as point person for new trustees

Presentation by Elizabeth Hobson of draft mission, vision, and values

- the Library does not compete with the school district, but works in tandem with it
- Discussion about the meaning of the word 'everyone' in draft mission statement
- Trustees to review new mission statement for approval in February's meeting

Enter Executive Session: 9:11

Exit Executive Session: 9:23

- E. Hobson to present to Village BoT before March

Meeting adjourned: 9:25