

**FINAL**  
**LIBRARY BOARD OF TRUSTEES**  
**REGULAR PUBLIC MEETING**  
**February 24, 2021 at 7:30 PM**

**AGENDA**

Meeting Called to Order 7:34 by A. Moss

**Present:** J. Golde, A. Moss, L. Stutz, E. Hobson (Director), M. Ghiorse, T. Gordon, N. Sullivan (Trustee), A. Hendele, K. Koster, L. Barrett (joined 8:00pm)

**Absent:** C. Torino,

**Approval of Minutes**

T. Gordon motions to approve. L. Stutz seconds all approve.

**Administration of Oath of Office to newly appointed trustees Alison Hendele and Liberty Barrett**

**Appointment of officers for 2021**

T. Gordon motion to appoint A. Moss as President, L. Stutz as VP and J. Golde as Secretary. Seconded M. Ghiorse. Unanimous approval

Presentations & Discussion

**President's Report**

- A. Moss reflected that the boards retreat of Feb. 10 was positive. L. Barrett and A. Hendele were welcomed to the board. The board discussed continuing to improve trustee education and the resource E. Hobson shared with the board.
  - Each board member was asked to take on 1-2 trainings and report back to the board
  - We also talked about revisions to by-laws to create better governance, recruit good trustees, and create more stability
  - In addition, the board discussed priorities in furthering the strategic plan.

**Director's Report**

- E. Hobson has begun planning how to reopen and when with a gradual reopening plan as numbers begin to decrease in Covid infections in Westchester and vaccinations increase.
- The start of reopening will be similar to during the summer with blocks of time booked for individuals. The comfort of the staff and public.
- The Lunar New Year celebration went well and was presented by numerous members of the community.
  - The video will be posted online shortly for all to see again
- The board asked that marketing be looked at to get information about programs out earlier to the public
- Gina the children's librarian has started a new DFPL kids instagram page
- NYLA pushed out and promoted the video DFPL put together in support of libraries
- Elizabeth has begun staff personnel evaluations
- The DFPL is hiring for a YA librarian position
- The staff have been doing a lot of professional development, which is a step towards fulfilling that part of the DFPL strategic plan to develop the DFPL staff
- A woman would pay for a display case for the Wicker's Creek

## **Committee reports**

- *Finance*
  - The budget for FY 22 has been set
  - M. Ghiorse noted the more transparent construction of the budget with lumped line items being broken out.
  - It was noted that the fund balance is running close to its limit, and needs to be addressed for FY 22 to make sure we continue our financial sustainability.
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  - Capital Budget Request
    - A. Moss suggested prioritizing electric door openers for the library to pull our budgeting in line with our strategic plan's focus on accessibility. E. Hobson will adjust the budget request to bring us in line with our strategic priorities.
- *Policy & Compliance*
  - Revisions to by-laws
    - K. Koster revised the by-laws and investigated the process for implementing them.
    - In the notice of the next board meeting they will be voted on with three 3-year terms being instituted.
    - The board updated the by-laws to effectively handle all the board member's staggered term lengths.
  - T. Gordon reviewed DFPL policies and prioritized a schedule for board review over the next year
- *Community Outreach & Advocacy*
  - The Lunar New Year celebration went well and will be posted soon

## **Committee assignments for 2021**

- Board chairs described their function and committees will be formed next board meeting
  - Finance
  - Personnel
  - Policy & Compliance
  - Community Outreach & Advocacy
  - Marketing and Communications-suggested to disband this year by A. Moss
- Mentor assignments for new trustees
  - T. Gordon will provide the new board members with guidance in their first year

## **The Dates were set for the remaining year board meetings.**

- Next Scheduled for March 17 at 7:30 pm
- Remaining board meeting dates for 2021 are as follows: 3/17, 4/21, 5/26, 6/17, 9/23, 10/21, 11/17, 12/15; all at 7:30 pm

## **Motion to enter executive session to discuss personnel matters**

## **Adjournment 9:06**