

**LIBRARY BOARD OF TRUSTEES
REGULAR PUBLIC MEETING MINUTES
June 22, 2022 at 7:30 PM**

Meeting Called to Order at 7:36 pm

Present: J. Andrews, L. Barrett, N. Cannora (DFPL Interim Director), G. Elbert (DFPL Librarian), J. Golde, T. Gordon, A. Hendele, J. Illany, L. Stutz

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

Public Comment Period

- No one from the public wished to make a comment

Approval of Meeting Minutes

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

Interim Directors report

- HVAC:
 - Air conditioning was not functioning for a period of time. The system was repaired for approximately \$900, which was lower than was expected.
 - Larger upgrade will be scheduled shortly; this is covered by a grant.
 - Additional repairs and upgrades to the fans must also be performed. In the process of obtaining quotes and bids. Village requires 3 quotes if expenditure is between \$1000 and \$20,000. Above \$20,000, needs to go to bid
 - It is N. Cannora's understanding that issues related to library building go through the Village and issues related to the library but not the building are handled by the library.
 - We need to iron out
 - Issue raised: do items more than \$20,000 related to the library need to go out to bid? Need to verify the specifics.
- Awning:
 - Received quotes: Approximately \$4,000 if motor needs to be replaced and approximately \$3,000 if motor does not need to be replaced
 - Work should be completed shortly

Report from Children's Librarian:

- Program with Greenburgh Nature Center scheduled
- Summer reading starting soon
 - Installing an octopus on the ceiling
- G. Elbert reported that she coordinated with the kindergarten and first grade teachers to restart the library visit program
 - J. Illany came to the library with his daughter's class. He applauded G. Elbert for the fantastic program.
- Battle of the books going well

Friends' Report

- No report was presented

Presidents' Report - J. Golde

- Invited Rose and Marjorie to come to the meeting for the discussion of the appointment of the new Executive Director
 - Expressed appreciation for the staff's hard work and for how well the library functioned over the past three months
 - Expressed a large thank you to N. Cannora for his leadership and efforts. Rested comfortably knowing Ned was leading the library.
- Library Board conducted an extensive search for a new executive director. We selected Erik Carlson, who is the current Teen Librarian at White Plains.
 - T. Gordon moved to appoint Erik Carlson as Executive Director. J. Illany seconded. The vote was unanimous with I. Dominguez voting in absentia and C. Sherman abstaining.
 - T. Gordon moved to set the salary for the Executive Director position at \$95,000 a year. J. Illany seconded. The vote was unanimous with I. Dominguez voting in absentia and C. Sherman abstaining.
- Erik Carlson will begin on July 13.
 - N. Cannora's appointment as Interim director ends June 30.
 - Civil Service is aware that we will be without an Executive Director for two weeks.
 - Will send email to staff to advise them of the appointment shortly.
- T. Gordon reminded the Board that we have committee work that needs to get done over the summer including updating the Bylaws, and the Fines and Room Rental policies
- Discussion on the Fine Policy:
 - Fines are still on hold due to the COVID pause. Several libraries have gone fine-free while others have returned to assessing fines.
 - G. Elbert expressed that she believes that the lack of fines ensures that patrons are not deterred from going to the library due to the fear of fines.
 - Rose expressed that without fines, some patrons will return overdue books rather than keep because previously they were fearful of significant fines.
 - Library does not take much revenue from fines
 - Per N. Cannora, people are not keeping out books longer due to the lack of fines.
 - Perhaps a fine for lost or destroyed books
 - J. Andrews suggested that the Friends could to create an amnesty fund for lost books
 - Library often does an amnesty program in September so there is a precedent for amnesty
 - Question whether if we eliminate the need to return books, are we eliminating the responsibility children that learn in getting library cards
 - G. Elbert does not think we should have a negative consequence to not returning the book.
 - Positive reinforcement for the kids to return the book. Give kids a calendar, sticker, etc.
 - Discussion for the new Executive Director.
- Discussion on Metis
 - Board told G. Elbert that all decisions regarding Métis will be made once the new Executive Director is on board

Matters Requiring Action

- Changes to By-Laws- tabled until September
- Library fines - tabled until September

- Room Rental Policy - tabled until September
- Zoom Policy - tabled until September
 - Useful for emergency meetings
 - Question of whether we need to put the meeting on the website, record, etc.
 - Need a policy and need the village to make a policy
- Before September, trustees should review trainings on banned books and active shooters

Announcements

- Next regular meeting is scheduled for September 21, 2022
 - 3rd Wednesday of each month with no meetings for July and August
- Set rest of 2022 Board Meetings schedule
- Announcements

J. Golde moved to executive session for personnel matters. T. Gordon seconded.

J. Golde moved to adjourn T. Gordon seconded. Meeting adjourned 9:05

Adjournment at 9:05 pm