

LIBRARY BOARD OF TRUSTEES
REGULAR PUBLIC MEETING MINUTES DRAFT
March 16, 2022 at 7:30 PM

Meeting Called to Order at 7:33 pm

Present: J. Andrews, L. Barrett, S. Brennan (DFPL Friends) I. Dominguez, D. Garafalo (DFPL Clerk), J. Golde, T. Gordon, A. Hendele, E. Hobson (DFPL Director), J. Illany, C. Sherman, L. Stutz, A. Allen (DFPL Friends)

Absent: 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 January 2022 minutes. J. Andrews seconded the motion. January 2022 minutes unanimously approved.
- T. Gordon moved to approve the February 2022 minutes. L. Barrett seconded the motion. February 2022 minutes unanimously approved.

Directors report

- E. Hobson reported that she had a good budget meeting with the Village
 - Support for the budget
 - Library will wait on hiring a new YA Librarian until a new director is appointed
 - The Library has increased its revenue from the prior year
- E. Hobson announced that J. Andrews will be donating plaques for the benches outside of the Library in honor of Cheryl Matthews. She thanked Jennifer on the Library's behalf.
- Gina Elbert has volunteered to lead the Battle of the Books, a role usually assumed by the YA librarian.
 - Specifics need to be established regarding compensation. Will address at a future meeting once we know more
- G. Elbert is interested in utilizing a new labeling and organizational system for the Children's Library
 - Board invited her to speak with us in April to give an presentation on the new system
- State Library Annual Report for 2021 showed a decrease in the number of patrons and in circulation due to the pandemic. eContent usage, programs, and the number of resident borrowers increased
 - This Report will be voted on at the April meeting
- WLS is updating the Wifi.
- Library is in the process of gathering bids for janitorial services and HVAC maintenance
- Library must change the email and website hosting from WLS to a new provider by the end of the calendar year

Statement by J. Golde

- J. Golde expressed his gratitude and appreciation for E. Hobson's tenure as Director. She was a fearless and innovative leader. Other library trustees expressed their appreciation and support.

Friends Report

- DFPL Friends will be hosting a jewelry and craft fair on April 24, 2022
- The Friends voted to approve a proposal by an accountant to conduct an audit of the financials so that a plan for the endowment can be created
- Will update the bylaws, policies and procedures

Committee reports

- Finance
 - Excellent budget meeting.
 - C. Sherman requested a meeting th. J. Golde agreed.
- Personnel
 - Executive Committee would like to appoint Ned Canora as the Interim Director. He has been the Interim Director before and so he is familiar with the role. The Board will support him as needed. J. Illany volunteered to be N. Canora's liaison to the board.
 - T. Gordon moved to appoint N. Canora as the Interim Director for a period of 90 days. I. Dominguez seconded. J. Golde called the vote and all approved.
 - N. Canora requested a stipend to compensate him for the additional operational duties he will be assuming as the Interim Director. This requested stipend was discussed in executive session.
 - Following executive session, L. Barrett moved to approve the stipend. T. Gordon seconded. The board unanimously approved the requested monthly stipend
- Policy and Compliance
 - Room rental agreement will be addressed at the April meeting.
 - Bylaws will be discussed at the April meeting
- Community Relations
 - Nothing to report at this time
- Marketing
 - I. Dominguez spoke with the Enterprise, which will be writing a story on E. Hobson's retirement. She was recently interviewed
 - Retirement announcement has not been sent out yet to the mayor's newsletter and library email - it will be

Executive Director Search

- Received many applications.
- Discussed the process for interviewing and hiring in compliance with the civil service rules

Executive Session

- T. Gordon moved to executive session to discuss personnel matters at 8:45 pm. J. Illany seconded. All approved.

Announcements

- Next regular meeting is scheduled for for 4/20/22 at 7:30 pm
- Meetings will be held on the 3rd Wednesday of each month (no meetings July and August) at 7:30 pm

Adjournment at 9:16 pm