

**FINAL
DOBBS FERRY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 22, 2020**

Present: A. Moss, T. Gordon, , J. Golde, L. Stutz, K. Koster, E. Hobson (Director), C. Torino, M. Ghiorse

Absent: N. Sullivan (Village BoT Liaison)

Meeting called to order by A. Moss at 7:04

Vote: To approve 4 final drafts of minutes from the last four board meetings. C. Torino made a motion to approve, T. Gordon seconded. Unanimous vote to approve the minutes.

Director's Report

1. E. Hobson thanked the board for producing a Safety Protocol that other libraries in WLS have said are great and have used as a guide
2. Staffing for the library is very low at the moment, but the staff are keeping services moving and showing resilience
3. Curbside, online resources and limited browsing seem to be providing the services that the Dobbs Ferry community wants. This includes up to 4 people an hour picking up holds and 6-10 appointments per day for in-building browsing and computer use
4. The back terrace was opened and has been enjoyed by the public.
5. The search for a new Children's Librarian is going well with a strong list of viable candidates. In addition, the library is looking to replace 2 clerk positions and has a good slate to look at for replacements.
6. Despite the constraints of Covid, the summer children's library programs were well attended and enjoyed. The innovation, attention to details, and individual attention led to many glowing reviews of the children's services.
7. The DFPL is talking with Spring Community Partners to work together in order to utilize the library space that is available in a safe manner to ensure those in need of extra care and support in Dobbs Ferry receive it
8. Wi-Fi hotspots and Chromebooks are on order and set to make a big difference for students and residents who don't have access to the internet.
9. Schools in Dobbs will be using an app that gives them access to library resources, so that the library can support the school system with additional resources.
10. E. Hobson has been thoughtfully shifting funds between physical books and e-books to adjust to demand by the Dobbs Ferry community. In addition she has made some e-books specific to Dobbs Ferry where residents will get preference over other towns when holds are placed on those copies.
11. It was noted, in light of the t-shirts distributed in Dobbs Ferry, that the strategic plan -- the guiding document for library operations and strategy -- states that inclusion is a core value of the library to make sure "**Everyone is welcome** and comfortable in our library." Our Vision clearly states, "We aspire to be the cultural heart of Dobbs Ferry, reflecting and fostering **the vitality and diversity of our village.**" This means that all of our decisions, programs, operations are made with that Vision in mind."

Friends Report

1. October 13th is the Friends Annual Meeting
2. The Friends will be adjusting their fiscal year to match with the library creating a more cohesive relationship between the DFPL and Friends.

Finance Committee

1. Budget planning is coming up soon, and the committee is focused on long term planning to ensure the strategic plan can move forward.

Personnel Committee

- The mid-year review is being compiled and a meeting will be scheduled with the committee and E. Hobson to review her performance in upcoming weeks.

Policy and Compliance Committee

- The public health emergency policies are working well. The staff feels safe working in the library, and the public feels safe in partaking in current programs
- The screens installed at the circulation desk have made the staff very comfortable
- The partnership with the Village in supplying PPE has gone very well

Trustee Search Committee

- The committee is beginning its work to find candidates for initial talks and run information sessions for potential board members

Other Business

1. The board formed a nominating committee for the board's election of officers. M. Ghiorse to lead nominating committee along with T. Gordon

Executive Session 8:24

Adjournment 9:20