

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

Meeting Called to Order at 7:36 pm

**Present:** J. Andrews, L. Barrett, E. Carlson, D. Garafalo (Library Clerk), J. Golde, T. Gordon, A. Hendele, J. Illany, L. Stutz

**Absent:** M. McNamara (DFPL Friends)

**Public Comment Period**

- No one from the public wished to make a comment

**Approval of Meeting Minutes**

- J. Golde moved to approve the June minutes. T. Gordon seconded the motion and all approved.

**Presidents' Report**

- Welcome to E. Carlson as the new Executive Director
  - It is clear that E. Carlson was working hard to make substantive improvements to the library
- Resignation of C. Sherman as Board member announced. Motion made by T. Gordon to accept the resignation. All approved.
- Discussion was held regarding how to prepare a slate of officers for 2023 (see Committees, below).
- Discussion was held whether to conduct future meetings with a remote video option.
  - Board decided to have all meetings in person for the present time

**Director Report**

- E. Carlson prepared an extensive Director's Report which was circulated to the Board members prior to the meeting. He was asked to address the highlights of the report.
  - Ferry Festa - the library will have several activities that day. Discussion ensued regarding marketing of the activities because the Festa traditionally ends at Chestnut Street.
  - Pub Trivia - a first time program. Held at Hudson Social. Went well. Hope to build on this in the future. Thanks given to Tim Deery for being the MC.
  - Climbing Wolf will be the venue for the next Cult Classic Night.
  - Library will be participating in the Halloween Bash at the Waterfront on 10/30 as well as the Village Trick or Treat event on Monday, 10/31. The Friends will be hosting a book sale as well, that day.
  - Other programs are in the planning stages for the December holidays.
- Praise for G. Elbert for her work with the Battle of the Books program. T. Gordon moved to officially thank G. Elbert and to congratulate the team. J. Golde seconded and all approved.
- Plans for community outreach have begun - volunteers from Mercy College and Ability Beyond are in progress.
  - A homework tutor from Mercy and volunteers from Ability Beyond are helping with the weeding process.
  - Masters, Dobbs Ferry HS for work study and HS students needing community work at the library could assist
  - G. Elbert does weekly school outreach at the preschools and elementary schools.
- E. Carlson discussed the collections rearranging he plans for the Library. He also is planning procedural revisions so things run smoother.
- Web and email servers must be replaced by year's end as WLS will no longer host websites or email servers. Hoping to collaborate with the Friends to migrate both websites to one web server to mitigate costs.

- The Board asked for estimated savings from migrating away from WLS. E. Carlson will research and get back.
- Door Counters are being explored so that the Library can gather information on how patrons use the facility. This would assist with staffing, hours, and the location of collections.
- E. Carlson would like to create a Foundation to raise funds for the Library and to assist with grant writing. The Board asked him to research.
- E. Carlson would like to remove the mask requirement for the Children's Library and the plexiglass partitions at the Circulation Desk. The library is spending significant funds on masks because many people are no longer carrying masks with them. As more people are vaccinated, the public need for mandatory masking has waned.
  - He will discuss this with the Staff at the next meeting to get their feelings on it. \
  - The Board sees this as an operational matter gave E. Carlson the authority to make the changes that he sees fit.
- E. Carlson also raised the possibility of going fine free. Policy committee will discuss a policy and frame work to be reviewed at the next meeting.
  - Possibility of late fees waived upon return of book, but lost book fee after 30 days

### **Committee**

- Committees should have a set time to meet
- Board discussed combining the marketing and communications committees as their goals and objectives overlap
- T. Gordon and J. Illany offered to form a nominating committee to create a slate of officers for 2023
  - Board members will advise the nominating committee before the next meeting if they would like to run for an office position.
  - At the October meeting a slate will be announced
  - Board members on the slate will make statements at the November meeting why they should be considered for the position.
  - Vote in December

### **Friends' Report**

- No report was presented
- J. Illany shared the discussions regarding the bequest and funds that the Friends had at their last meeting

### **Matters Requiring Action**

- Changes to By-Laws- tabled until October
- Library fines - tabled until October
- Room Rental Policy - tabled until October
- Material section policy - tabled until October
- Program policy - tabled until October

### **Announcements**

- Next regular meeting is scheduled for October 19, 2022
  - 3rd Wednesday of each month with no meetings for July and August

J. Golde moved to adjourn T. Gordon seconded, all approved.

### **Adjournment at 9:45 pm**