

Bronxville Public Library
Minutes of the Annual Meeting of Board of Trustees
April 12, 2018
Bronxville Public Library Board Room

IN ATTENDANCE

Trustees present: Katy Barrett (KB), Darcy Kaye (DK), Susan Finch Moore (SFM), Julia Murphy (JM), Sarah Normand (SN), Ruth Walter (RW), Catherine Bird (CB), Peter Thorp (PT)

Trustees excused: Pippa Colvin (PC)

Others present: Gregory Wirszyla (GW), Margaret Mager (MM)

PROCEEDINGS

The meeting was called to order by SN at 7:03pm.

Landscaping Master Plan

Maureen Hackett presented her landscaping master plan for the library. Her vision is to take full advantage of the beauty of the library and its setting through landscaping. She wants to create multiple smaller, user friendly spaces so people can meet, read, and hang out. Further discussion of stages and timing of the improvements and funding will be discussed in upcoming meetings, although work likely will not begin until after the HVAC project. Priority will be given to the Pondfield Road entrance.

Minutes of the Meeting of March 8 2018

Minutes of the March 8, 2018 meeting of the Board of Trustees were approved unanimously with minor corrections.

Friends of the Library Report

Margaret Mager reported on success of the FOBPL Irish Authors Fundraiser that took place Friday, March 9, 2018. The FOBPL raised \$48,000, had expenses of \$23,000 and netted a total of \$25,000. The party was put together by a great fundraising committee. The formula works and will be applied next year, potentially raising money directed at the landscaping project.

FOBPL's annual solicitation letter goes out May 1. Historically, the party proceeds cut into the financial impact of the annual letter campaign. We will know more about the impact by June 30.

SN thanked GW and JJ for staying so late (11:45) to close down the party.

Director's Report

GW reported that a couple got engaged to be married in the library and they have asked to have photographs taken upstairs in the Burt Gallery. They will come Monday 4.16.18.

The Village has agreed to remove the Admin Fees (7410.0480) from the library budget. This effectively reduces the library's budget by \$63,705, and more accurately reflects the library's actual operating budget. The Board thanked GW for working with the Village to get this resolved.

Finance Report

GW discussed the fact that expenditures for all expense lines are in line with the budget, with the exception of a few lines previously discussed. The library has expended approximately 76% of the budget.

A **Motion** was made, seconded and approved unanimously to approve a total of \$29,626.53 in expenditures for MARCH 2018.

Facilities

GW proposed using the balance of the Building Repair budget line to begin replacing fan coil units in the attic beginning with the ones that have developed small leaks. GW has obtained a quote for FCU replacements from CAQS, and there may be enough left in this line to replace 4 at a cost of \$26,575. After discussion it was determined that GW should consult with OLA regarding compatibility of FCUs with potential new HVAC system components. Subject to confirming their compatibility, the Board supports GW's proposal to replace the coils using the remaining funds in the Building Repair line.

HVAC Project Update: The Facilities Committee met and will solicit proposals from 3-4 architects for engineers to create budget. The architect will become the Project Manager; OLA is the Mechanical Engineer.

Annual Meeting/Committee Reports

GW presented a list of accomplishments for 2017-18, which is attached. Highlights include the following:

Facilities

HVAC project moving along as noted above.

IT/Publicity

Website redesign in progress.

FOBPL

The Friends fundraiser was fantastic. The FOBPL and GW have developed a strong partnership.

Personnel

Staff changes have been significant in the Children's Room, but the new Head of Youth Services and full-time librarian are now in place.

A **Motion** was presented, seconded and approved at the April 12, 2018 meeting of the Board of Trustees to adopt the following resolutions:

IT IS HEREBY RESOLVED that the Board of Trustees of the Bronxville Public Library Supports the Library Director's decision to promote **Jessica Viessy** to the position of Head of Youth Services (Librarian II) effective April 13, 2018.

IT IS HEREBY RESOLVED that the Board of Trustees of the Bronxville Public Library Supports the Library Director's decision to hire **Maureen Davis** as a full-time Librarian I effective April 16, 2018 at a rate of \$45,000 per annum.

A **Motion** was made, seconded and unanimously approved to send the slate of Officers of the Bronxville Public Library to the Village of Bronxville for the FY 2018-2019:

President: *Ruth Walter*

Vice President: *Darcy Kaye*

Secretary: *Katy Barrett*

Treasurer: *Robert Shearer*

FOBPL Liaison: *Pippa Colvin*

RW officially takes over as President at 8:47 PM.

A **Motion** was made, seconded and approved unanimously to approve the Board of Trustee Meeting Dates for next year.

RW discussed Committee assignments for the next year, which are reflected on the attached list.

Open Discussion of Library Matters

The ART LECTURE co-sponsored with the Bronxville Historical Society will take place Sunday May 20. SN and PC are on the planning committee.

JM has finished her time as a Board Member, having served over six years on the Board. It was noted that she has provided great guidance on personnel matters.

PT has finished his two terms on the Board. His work on facilities and long-term strategic planning was noted.

The Board thanked both JM and PT for their service.

RW suggests we should all be thinking about additional, talented people to recommend to the Mayor for nomination to the Library Board. DK will spearhead communication about potential candidates.

It was noted that George Yeager, who funded the Yeager Community Room, passed away in December 2017. The Board acknowledged and expressed appreciation for Mr. Yeager's substantial contributions.

A **Motion** was made, seconded and unanimously approved to adjourn the meeting at 9:07 pm.

Next meeting: Thursday, May 24, 2018 @ 7 pm, Board Room

Respectfully,

Katy Barrett, Secretary