

Bronxville Public Library
Minutes of the Meeting of Board of Trustees
June 14, 2018
Bronxville Public Library Board Room

IN ATTENDANCE

Trustees present: Katy Barrett (KB), Catherine Bird (CB), Darcy Kaye (DK), Sarah Normand (SN), Ruth Walter (RW), Robert Shearer (RS)

Trustees excused: Pippa Colvin (PC), Susan Finch Moore (SFM)

Others present: Gregory Wirszyła (GW), Library Director

PROCEEDINGS

The meeting was called to order by RW at 7:04 pm.

Approved revised April 12 Minutes

Minutes of the Meeting of May 24, 2018

Minutes of May 24, 2018 meeting of the Board of Trustees were approved unanimously.

Friends of the Library Report

FOBL has added 5 new board members, bringing total to 12 members. The board now meets mornings at 11:30 am on the second Tuesday of the month Sept-June except Dec. They will plan a Spring Fundraiser every year and an Octoberfest event as well.

The spring campaign mailing is meeting fundraising expectations and FOBL are looking at increasing our fundraising totals.

FOBL would like to disburse \$25,000 to Library for an agreed-upon community-accessible project or projects by December 2018. Board will be discussing and will be discussing ideas with director GW for his input.

Director's Report

GW spoke about the recent art lecture presented by Jane Warman, art historian and former Library Trustee about the Bronxville Library's art collection. It is available in digital form and could be posted on website or shared by anyone interested in the very informative talk.

Finance Report

FY 2017-2018 has ended but final numbers regarding the Operating Budget are not final. The Library will have a better idea of the overall expenditure of the Operating Budget in September as invoices for FY 2017-2018 are still being received.

As it looks, the Library budget for 2017-2018 should end with surplus. Some of these funds will go towards the first pay period of the FY 2018-2019 (June 1) as the hours were accumulated during FY 2017-2018. Some of

the surplus should be encumbered for the purpose of necessary Fan Coil Unit (FCU) replacement. There was a discussion about the surplus also covering the architect's fees for the HVAC replacement project.

A **Motion** was made, seconded and approved unanimously to approve a total of \$13,082.72 in expenditures for May 2018.

Facilities

HVAC Update

RFP's are out at several architects. It is hoped that the Facilities Committee can recommend one to the Board at the July meeting. Additionally, there will be a need for an RFP for a Civil Engineer and a survey will have to be completed. Since our building is owned by the Village, there was a suggestion made that the cost of the survey be covered by the Village.

GW will make available a timeline and a summary of the project to the Board in order to have a complete understanding of the spent costs associated with the HVAC replacement capital project.

Committee Reports

Personnel

- The PT prospective hire has turned down the position. We will canvas in late Summer.
- GW will be on vacation June 22 to July 2nd.

IT/Publicity

Website redesign is in progress this summer with KB, SN and Greg working with web designer Lis Herbert.

A **Motion** was made, seconded and unanimously approved to enter Executive Session to discuss CSEA negotiations at 8:10 pm.

A **Motion** was made, seconded and unanimously approved to adjourn the Executive Session at 8:29 pm.

A **Motion** was made, seconded and unanimously approved to adjourn the meeting at 8:30 pm.

Next meeting: Thursday, July 12 @ 7 pm, Board Room.

Respectfully,

Katy Barrett, Secretary