

Bronxville Public Library
Minutes of the Board of Trustees Meeting
May 24, 2018
Bronxville Public Library Board Room

IN ATTENDANCE

Trustees present: Catherine Bird (CB), Pippa Colvin (PC), Darcy Kaye (DK), Susan Finch Moore (SFM), Sarah Normand (SN), Robert Shearer (RS), Ruth Walter (RW)

Trustees excused: Katy Barrett (KB)

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

PROCEEDINGS

The meeting was called to order by RW at 7:02 pm.

RW thanked SN and PC for the wonderful job they did with the Historical Conservancy on the art tour of the library last weekend. SN requested that the description of the art be available for self-tours of the library art. RS commented that it would be great to have the art tours on a more regular basis, possibly every other year.

Minutes of the Meeting of April 12, 2018

Minutes of the April 12, 2018 meeting of the Board of Trustees were approved unanimously pending corrections on times.

Friends of the Library Report

MM provided a report on the FOBPL. The annual mailing was sent out and donations are starting to come back. FOBPL has a new board member, Vanessa O’Friel, starting in June. FOBPL is currently soliciting additional board members and is using a new nominating process to create a pipeline. FOBPL has four authors lined up for the fall: Fiona Davis, Christian Close, Alexis Clark and Dayna Kurtz. FOBPL is planning to close its website and use a portion of the new library website.

Director’s Report

GW shared a letter of appreciation received by Vivien from a library patron.

Finance Report

GW reviewed the Vouchers for April 2018.

A **Motion** was presented, seconded and approved at the May 24, 2018 meeting of the Board of

Trustees to approve total expenditures for April 2018 in the amount of \$40,048.35.

Committee Reports:

Personnel:

DK reported that Jess and Christine interviewed two candidates for the part-time library position and recommend an individual, Philip Harwood, who was willing to work in both children's and adult sections.

Facilities:

HVAC Funding: GW reported that the Village declined to fund the new HVAC system until the library has more refined estimates of the cost and implementation of the new system. Questions were raised regarding whether the Village would entertain funding requests prior to next year's capital budget cycle if the library has more refined cost estimates and GW responded that he has been trying to make an appointment to discuss with JP. The next step in the project is to retain an architect, which will allow us to develop more refined cost estimates. The Board discussed options and determined that further information from the Village is needed.

GW provided an update on the replacement of the fan coil units (FCU). CAQS reviewed the units and confirmed that the FCU could be fitted to work with a future system. GW recommends that BPL proceeds quickly with replacement as the units are leaking. GW installed water leak alarms and has instituted daily monitoring of the FCU. The Board reaffirmed the April meeting support for using the remaining funds in the Building Repair line to replace the worst of the FCUs.

AC turn on went fairly well, although 1 of the 4 chillers is not functioning so CAQS is investigating.

IT/Publicity:

SN reported that she, KB and GW had a productive meeting which reviewed the status and progress of the website project which is in beta testing with Liz Herbert. SN to discuss revisions with LH and then will develop a committee (including FOBPL) to implement the new website.

Library Goals for 2018-2019:

Short-term: Complete branding project; complete CSEA project; website;

Ongoing/Longer term: improve digital/e-library resources; develop additional adult programming; update YA facilities; HVAC system replacement; identify and implement maker space options;

Future: landscaping.

Motions:

A **Motion** was presented, seconded and approved at the May 24, 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 authorizes the Village Treasurer to increase the Yeager Fund by \$1042.31; the same amount to be offset by a payment by the FOBPL for John Gallucci's overtime costs (caretaker) related to Friends events.

IT IS HEREBY RESOLVED that the Board of Trustees of the Bronxville Public Library supports the Library Director's decision to hire Philip Harwood in the position of part-time librarian at the rate of \$23.16/hour effective June 4, 2018.

A **Motion** was made, seconded and unanimously approved to enter Executive Session to discuss CSEA matters at 8:21 pm.

A **Motion** was made, seconded and unanimously approved to exit Executive Session at 9:03 pm.

A **Motion** was made, seconded and unanimously approved to adjourn the meeting at 9:04 pm.

Respectfully,

Susan Finch Moore, Acting Secretary

Next meeting: **Thursday, June 14, 2018 @ 7 pm, Board Room**