

BRONXVILLE PUBLIC LIBRARY
Minutes of the Meeting of the Board of Trustees

January 09, 2020

IN ATTENDANCE

Trustees Present: Catherine Bird (CB), Kevin Charlton (KC), Darcy Kaye (DK), Nick Parks (NP), Ellen de Saint Phalle (ESP), Robert Shearer (RS), Ruth Walter (RW).

Trustees Excused: Katy Barrett (KB), Susan Finch Moore (SFM) and Dina Grant (DG), Friends President.

Others Present: Greg Wirszyla (GW), Library Director

PROCEEDINGS

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

Minutes of the Meeting of December 12, 2019

Motion was made and seconded and passed at 7:05 pm.

Friends Report

No Report as DG was not present as the Friends had not met since the last Trustee meeting

Director's Report

Overall operating budget is at 59.7%.

A payment in the amount of \$12,858 is 90% of state grant for the HVAC coils. LV moved the amount from the Operating Fund to the Capital Fund. It should be recorded as additional revenue and then removed. This in effect shows the Library over budget by that amount. GW has contacted JP and LV about this concern.

The copper lines will no longer be maintained by Verizon. At some point the Library will need to switch over to fiber optic to maintain phone services.

The application to make the Library a Passport Service Center has been submitted and we are awaiting word from the State Department.

A new computer was purchased to print labels.

Finance Report

CAQS will maintain the current pricing model for HVAC maintenance for the upcoming year. Elevator company contract will also stay flat for the following two years. We will be over in PT Librarians budget line due to filling in a maternity leave.

Automatic renewals will be added as a service to items out as long as the item does not have a hold on it.

A **MOTION** was made, seconded and approved unanimously to approve a total of \$20,212.34 in vouchers for the month of December 2019 at 7:27 pm.

Committee Reports

Facilities

HVAC coming along well. The mild weather has helped us catch up.

The repair for the heat sensor in the outside pit was back charged to CAQS as they were aware of it prior to excavation.

SAM Grant has cleared environmental review with regards to SHPO.

Publicity

Website is up and running smoothly.

Personnel

A request was made to Westchester Department of Human Resources to create a Librarian-Trainee position in order retain GE until she receives her MLS this Summer.

A **MOTION** was made seconded and approved to move to Executive session at 7:54 pm.

A **MOTION** was made seconded and approved to move out of Executive session at 8:27 pm.

Adjournment

A **MOTION** was made seconded and approved unanimously to adjourn the meeting at 8:28 pm.

Respectfully submitted,

Darcy Kaye