

BRONXVILLE PUBLIC LIBRARY
Minutes of the Meeting of the Board of Trustees
October 17, 2019

IN ATTENDANCE

Trustees Present: Darcy Kaye, (DK), Ellen de Saint Phalle (ESP), Ruth Walter (RW), Katy Barrett (KB), Catherine Bird (CB), Robert Shearer (RS), Nick Parks (NP)

Trustees Absent: Susan Finch Moore (SFM) Kevin Charlton (KC)

Others Present: Greg Wirszyła (GW) Library Director

PROCEEDINGS

The Meeting was called to order by RW at 7:05 pm.

Minutes of the Meeting of September 19, 2019

The minutes were unanimously approved.

Friends of the Library Report

Dina Grant is the new President FOBL but was unable to attend this meeting. Darcy (DK) went to their recent meeting and provided a report.

- FOBL are hosting author Fiona Davis for her new novel THE CHELSEA GIRLS at Concordia at Somers Auditorium on Thursday, November 21 and 7pm. The event will be promoted to Bronxville community. Should be well attended.
- December 6, 6-9 pm they are doing a fundraiser at J McLaughlin. 15% of sales go to the Friends that day and in the three days around that date.
- The Friends are looking closely at the Museum Passes we offer to the community at large. They are considering additions to the list.

- The annual Friends fundraiser will be chaired by Lia Gravier and Margaret Mager who will run the event separately from the FOBL board this year. The date for the event is March 6, 2020.
- Ruth (RW) asked that trustees of this board attend BPL events as often as possible to show support of our events.
- Our librarians are charged with organizing and hosting BPL based author events. The FOBL will only promote the bigger ones.

DIRECTORS REPORT

- Clean Air Quality Service came and cleaned boilers and turned on the heat.
- The new website is still being updated. It is hopeful that we will be ready to launch by Thanksgiving.
- GW gave the new FOBL board members a personal tour of the library.
- DK noted that we should encourage Bronxville school kids to come over especially when the new Teen Room is completed. Had discussion about getting elementary kids to visit to get library cards and be familiar with the library.

FINANCE REPORT

Financial Report for September 2019 was reviewed. After some discussion led by GW it was determined that we are on track with expenses.

A **MOTION** was made, seconded and approved unanimously to approve a total of \$16,465.35 in vouchers for the month of September.

POLICY REVIEW

This was an annual review of Library Policies.

- **Library Room Use Application Form**

After some discussion, it was determined that the fee should increase to encourage groups signing up to use our public space to actually follow through and use it. Sometimes groups sign up for a room and don't take the step to cancel it. There is work involved in having the room ready, and sometimes another group is deprived of its use, if the room is held but not used. This primarily refers to the Yeager Room.

A **MOTION** was made to approve changes in the Room Use Application Form as amended from a \$10 fee to \$25 for use of rooms in the Library. The motion was unanimously approved.

- **E- Reader Age of Use.** Current age is 18, which seems older than necessary. Board members suggesting a change to lower the age from 18 to 13. Younger teens are old enough to use them, they are tech savvy, and they are a prime audience for E-Readers.

A **MOTION** was made to reduce the age of borrowers of E-Readers from 18 to 13. The motion was unanimously approved.

A discussion ensued about our policy for recording live events that are hosted at the library. There is value in having public, cultural events put into the electronic archives of the library. RW would like GW to investigate a "model policy" to determine our best approach to dealing with our content created by public events. We want it to be extremely usable for as many people as possible.

FACILITIES

HVAC Replacement Update

Ongoing meetings with those working on HVAC installation are continuing in a timely way.

The closest neighbors to the library-- who are most affected by the construction project and noise -- have expressed concern by email to Greg (GW). We are working to minimize noise from the new HVAC, which should be a little quieter, and to minimize the footprint of the work being done.

GW and Jim Palmer from the village will meet with them soon, and hope to work through their concerns. We will do everything possible to make this be less impactful for them. The board is very sympathetic to their concerns.

PERSONNEL

GW has advertised for a part-time librarian. We need either two part-timers or one full-timer, since we are replacing Jesse who is going on maternity leave right now.

Open Discussion of Library Matters

Nick (NP) would like to think about the several trusts that have been bequeathed to the library. He wants to look at how each is run, and give them all the best support for their financial outcomes. Greg (GW) will look at New York State laws so that there can be discussion about our trusts that is mindful laws and practices that impact them. NP will report back when he can.

ADJOURNMENT

A motion was made, seconded and approved unanimously to adjourn at 8:29 pm.

Respectfully submitted,
Katy Barrett