

**LARCHMONT PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
MARCH 9, 2011**

The Larchmont Public Library Board of Trustees met on March 9, 2011 at 6:30 PM. Present were Board Chair Pamela Dubitsky, Trustees David Birch, Jennifer Jordan Conley, Joan Macfarlane, Lauren Gottfried, Maureen LeBlanc, John McGarr, Village Liaison Marlene Kolbert, and, as Friends of the Library Liaison, Ellen Zuckert.

The meeting was called to order at 6:35 PM.

The minutes of the Board meeting of February 9, 2011 were unanimously approved as presented upon motion of Joan Macfarlane, seconded by Maureen LeBlanc.

The schedules of bills dated 3/1/11 and 3/9/11 were unanimously approved upon motion of John McGarr, seconded by David Birch. The Board received the performance report dated 3/01/11.

Ellen Zuckert, acting as Liaison of the Friends of the Library, reported on the two recent programs, both of which were exceptionally well attended. In addition she noted that Larchmont's own Jim Millstein will be speaking on April 3 about his work with the federal government and the restructuring of AIG, and the year will close with a program in May about the Rolling Stones presented by an author who has a forthcoming book about them. The high quality and great variety of the programs was noted by the Board. Ms. Zuckert also reported on the new slate of officers: David Caulkins will be president of the Friends next year. Finally, Ms. Zucker reviewed the gifts the Friends will be making to the Library in the coming year: an e-book pilot project, support for children's programming, and the purchase of a print set of medical books for reference. These gifts total \$9,990. The Board thanked Ms. Zuckert for her report and also asked her to convey their thanks to the Friends for their generous financial support.

John O'Malley, Village Superintendent of Buildings, joined the meeting at this point to discuss the façade project. Although the columns had been stripped entirely about twenty years previously, they have now tested positive for lead, indicating that the lead has permeated the wood. Thus, one concern is that expensive lead abatement will be required during every future paint job. He reminded the Board that one estimate for simply scraping and repainting the columns was \$20,000. In response to questions about the integrity of the existing columns he reported that he had drilled into the lower portions of the columns—but well above the masonry on which they sit--and found "some softness." The balustrades have rotted; they are now lashed together to prevent debris from falling, but this must be addressed fairly quickly. It was pointed out that some of the balustrades and wood were repaired approximately eleven years ago and although mahogany was used it has not proven as durable as expected. Using a photo of the front of the library, the Board discussed and considered a variety of options and likely costs. The least expensive would likely be to replace the wood, although custom millwork is required; the most

durable solution would be to use a synthetic substitute for wood (e.g., fypon) which has a long life expectancy, and the pros and cons of this were discussed at length. The Board reviewed the earlier project on the side of the building wherein wood that had rotted twice before was replaced with fypon with excellent results. It was agreed that whatever is chosen, the project should encompass the area behind the lettering as well. There was further discussion about the strength of the existing structure, the plaster ceiling currently in place and other architectural concerns. The need for a structural engineer to write the specifications was discussed; at the previous meeting the Board had asked the Director to get quotes from other structural engineers, but she has not done so due to questions about the scope of the project. The Board outlined the primary project, which will encompass all of the wood surrounding the entryway and the two small windows, with an add alternate of the fascia extending along the front of the building. In addition, the Board asked the Director to compile a list of nearby public buildings that have architectural detail of approximately the same complexity as LPL's executed in fypon or similar material so that those interested can examine them.

Mr. O'Malley then updated the Board on the status of the roof leak in the Children's Room vestibule. An independent company (Precision Roofing) was engaged to ascertain the source of the leak, and they were able to prove that it is the result of the work done on this project by Titan's subcontractor. Titan has been made aware of this and is pursuing this on our behalf. In response to questions about recouping the cost of the independent test, Mr. O'Malley opined that the Library will be able to do so.

Precision Roofing also responded to questions about several existing problems (unrelated to the recent work in the Children's Room). Precision Roofing offered some solutions, which would cost approximately \$7,700. Mr. O'Malley presented these solutions to the Board. After some discussion the Board voted to table this until June, by which time the corrective work to stop the leak in the lobby should be accomplished.

The Board thanked Mr. O'Malley, who then left the meeting.

The Director suggested that the Board may wish to consider convening focus groups for the Library's website. The Board agreed that this may be useful but tabled it until later in the year.

The Director reported that the Library has worked with the Village's Committee on the Arts to present two film programs: the first, *Annie*, drew approximately 30 people. A second is planned for April. In addition, she has met with members of the Village's Parks and Trees committee, and plans are in the works for a children's program this fall and an Arbor Day Celebration in April, 2012.

The discard of one bubblejet printer with a value of \$0 was unanimously approved upon motion of Jennifer Conley, seconded by Lauren Gottfried.

The Board considered the revised Long Range Plan 2011-2014 and the revised Technology Plan, 2011-2014. Since the plans are interdependent, it made the most sense to revise both simultaneously but either plan can be revised at any time the Board so chooses. After a lengthy discussion, the Long Range Plan was unanimously approved upon motion of Lauren Gottfried, seconded by Jennifer Conley. The Technology Plan was unanimously approved upon motion of Jennifer Conley, seconded by Joan Macfarlane

David Birch made a motion to enter Executive Session to discuss an employee's personnel history at 8:45 PM. The motion was seconded by John McGarr. The Executive Session was adjourned at 8:55 PM.

The Board then reviewed the retirement incentives offered by the Town and the Village to its employees and discussed whether a similar incentive should be offered to library employees. After much discussion and many questions, Jennifer Conley made the following motion:  
*Resolved: to offer full-time employees of the Larchmont Public Library who have: 1) served the Library for ten or more continuous years and 2) are eligible to retire in accordance with the age requirements of their NYSEERS tier, the sum of one thousand dollars per year of service to LPL, the total of which may not exceed twenty-five thousand dollars (\$25,000) provided such retirement occurs on or before June 30, 2011.*

Trustee Conley accepted a friendly amendment to add, at the end "or as soon thereafter as is legally permissible" should our labor lawyers deem the time between now and June 30 insufficient for legal reasons. The amended motion was seconded by Lauren Gottfried and passed unanimously.

The meeting adjourned at 9:20 PM. The next regularly scheduled meeting of the Board will be April 13, 2011.

Respectfully submitted,

Diane Courtney  
Library Director