

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
JUNE 10, 2009**

The Larchmont Public Library Board of Trustees met on at June 10, 2009 at 6:30 PM. Present were Board Chair Miriam Curnin, Trustees David Birch, Pamela Dubitsky, Joan Macfarlane, John McGarr, and Maureen LeBlanc; Village of Larchmont Liaison Marlene Kolbert; Friends of the Library Liaison Harriet Kline and Library Director Diane Courtney.

The minutes of the Special Library Board meeting of May 8, 2009 were unanimously approved as amended. The minutes of the regular and special Library Board Meetings of May 13th, 15th and 18th were unanimously approved as presented.

Harriet Kline, Liaison of the Friends of the Larchmont Public Library, reported that the Friends will not meet until September but that the new president of the Friends, David Kettig, has been busy. With input and help from Diane and Liam Hegarty, he has been working on updating the website. The Committee Chairs have been given assignments, and there is a new vibrancy. The Friends will next meet on September 15. The Board thanked Ms. Kline for her report.

The schedules of bills dated May 28, 2009 and June 10, 2009 were unanimously approved upon motion by John McGarr, seconded by David Birch. Trustee McGarr then addressed the certificate of deposit, which had come due on June 8. After conferring with Village Treasurer Brucciani to review the CD rates currently being offered by the banks, he recommended that the money remain in a money market account. The Board reviewed the list of current CD rates and endorsed his decision.

The Board received the budget performance report dated May 28, 2009. In answer to questions, it was noted that this is not the final report for the fiscal year: bills are still being received for items encumbered through May that will be paid in June. The Board traditionally receives a year-end performance report in late July. The Board also received the list of bank statements as of 5/31/09 minus one statement which had not yet been received. In addition, it received an update on the list of transfers, including one from FY 2008.

Trustee McGarr reminded the Treasurer and the Board that there had been a decision to begin paying capital bills from the new capital checking account created specifically for the Children's Room Renovation Fund. This was to be effective June 1, 2009, although the account has not yet been funded. Trustee McGarr recently requested that the Village Treasurer transfer \$200,000 into this account; since the other accounts are receiving infinitesimal interest rates, there is no downside to this. Trustee McGarr will also set up a meeting with Trustee LeBlanc, the Village Treasurer and the Library Director to design a spreadsheet that will be used to track payments in accord with his previous discussions on the subject with the Village Treasurer.

The Director reported that twenty-one contractors (an unprecedented number, in the Library's experience) have picked up the electrical specifications. Bids are due Friday, June 12.

WLS has invited Larchmont to participate in the Learning Ambassadors program, which places high school students in public libraries during the summer months. WLS will provide one week of training and will screen candidates. LPL will be able to choose between the final two candidates. There is no cost to LPL for this program, which is being sponsored by the Junior League.

There has been no proposal from Werner Tietjen's office for the new fire alarm system despite repeated requests for it. The Board expressed its dismay and disappointment, stressing that a unified approach to the system in the main building and in the Village Center and Children's Room is much desired.

Board Chair Curnin noted that there are new elevations for the Children's Room project and described the additional square footage the project will yield. She also described the walk-through of both the Children's Room and the Village Center that was conducted for the Village Board and Town Council on Monday, June 8. The Boards seemed suitably impressed and agreed that the split-level HVAC system made the most sense both economically and environmentally.

The Board then considered four proposals to heighten and straighten the heating pipes in the Village Center. The lowest bid, from B& E Iron Works, was deemed incomplete. The next lowest bid was from F. Digiacommo and Son for the amount of \$8,850. Upon motion of David Birch, seconded by John McGarr, the Board unanimously voted to accept this proposal.

The Board received three proposals for a storage container from ABC Trailer, Eagle Leasing and Aaron Supreme Container. After discussion which included concerns about the placement of the container, Pamela Dubitsky made the following motion which was seconded by John McGarr: *Resolved: that Aaron Supreme Container's proposal is selected as the lowest responsible bid to provide a temporary storage container for the duration of the Children's Room Renovation Project and that the Board Chair will speak to Msgr. Kelly to apprise him of this.* The motion passed unanimously.

The Board received a memo from John O'Malley outlining projects that can be accomplished inhouse. Savings from adopting this plan would exceed \$50,000. Upon motion of Maureen LeBlanc, seconded by Pamela Dubitsky, the Board agreed unanimously to accept his plan with thanks, pending further information from the Library Director.

The Board unanimously declared surplus and of \$0 value four computer printers, a list of which was distributed to the Board.

7:55 PM the Board adjourned to Executive Session to discuss personnel issues and reconvened at 8:20 PM. A discussion of the future of libraries, reading and state finances ensued, with no conclusions reached. The meeting was adjourned at 8:40 PM. The next regularly scheduled meeting of the Board will be September 9, 2009.

Respectfully submitted,

Diane Courtney
Library Director

