

**LARCHMONT PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
JUNE 9, 2010**

Larchmont Public Library Board of Trustees met on June 9, 2010 at 6:30 PM. Present were Board Chair Miriam Curnin; Trustees David Birch, Jennifer Jordan Conley, Pamela Dubitsky, John McGarr, Maureen LeBlanc, and Joan Macfarlane; former Trustee Carolyn Parlato; Town Liaison Valerie O’Keeffe; Friends of the Library Liaison Harriet Kline, and Library Director Diane Courtney.

The Board introduced and welcomed Trustee Conley, who was appointed by the Town Board. The Board also welcomed Tom Curnin and Jack O’Keeffe. The group then toured the Children’s Room renovation project. Village Superintendent of Buildings John O’Malley was present to answer questions about the project, which is progressing well. Everyone expressed both approval and excitement about the progress and the project.

The Board reconvened in the Library and commended Carolyn Parlato for her ten years of dedicated service as a Trustee on the Library Board. In presenting her with a proclamation thanking her for her service, Trustee Curnin noted that she had been a diligent and enthusiastic member of the subcommittee for the Children’s Room Renovation, putting in innumerable hours of work and contributing many brilliant ideas. Ms. Parlato said that the time had flown and she had enjoyed every moment of service on the Board; further, she hoped she could stay involved with the project, an offer that was immediately and enthusiastically accepted.

The Board reviewed the minutes of the Board meeting of May 12, 2010. Upon motion of Trustee Macfarlane, seconded by Trustee Birch, the minutes were unanimously approved as presented.

Mrs. Kline reported that one of the new board members of the Friends of the Larchmont Public Library, Diane Abrams, has taken charge of the book rack at the train station, spiffing up the collection and even getting a new rack. Several Library Board members said they had noticed the improvements. Another member of the Friends’ board, Wendy Raso, is revamping the Pajama Story Hour. This time, however, it will be a themed event selectively offered once or twice during the summer and termed “Evening Story Hour.” Unlike the Pajama Story Hours that the Friends had presented weekly until a few years ago, this program will be offered in two sessions, each geared to the ages of the children. Ms. Raso herself will conduct the first session: it is notable that she has been an elementary school teacher. The first program will be offered on June 28<sup>th</sup>. The Board thanked Ms. Kline for her report.

The schedules of bills dated June 9, 2010 were reviewed and unanimously approved by the Board upon motion of Trustee McGarr, seconded by Trustee LeBlanc. There was no performance report at this time due to the close of the fiscal year.

The Director noted that the Sentry self-check system authorized the previous month is due to be installed Friday, June 11: staff training will be provided in two sessions that day and an additional session on Monday, June 14. Circulation of library materials for the fiscal year 2010 was 371,461, an increase over the 363,005 items circulated in FY 2009. Further analysis of the number will be done.

Nancy Donovan’s last working day was June 4: she will be on vacation until her retirement at the end of July. Lacking the time to canvass the civil service list and conduct attendant interviews for a Public

Relations Assistant in light of more pressing priorities for the Library, the Director asked the Board's opinion on outsourcing some of the publicity work, particularly that surrounding the opening of the Children's Room. The Board thought that would be a fine, albeit temporary, solution.

The elevator for the Children's Room is slated to arrive on Tuesday, June 15<sup>th</sup>.

The Board then considered proposals for re-flooring of the stairwells. Five proposals had been received in response to a RFP distributed: the Board received the bids, which ranged from highs of \$19,492.65 to \$12,300. Upon motion of Trustee Macfarlane, seconded by Trustee Dubitsky, the Board voted unanimously to award the work to the lowest bidder, Fenway Floors Inc. for the amount not to exceed \$12,300.

Pursuant to last month's discussion about painting the front columns, the Director reported that the columns have indeed tested positive for lead paint and an informal estimate for the cost of the abatement and painting is close to \$20,000. New fiberglass columns would cost approximately \$5,500 with additional costs for installation; after discussion, the Board asked that samples be procured and the cost of installation explored.

The Board authorized Trustees McGarr, Birch, Dubitsky and Curnin to approve bills should such action(s) be necessary during the summer. In addition, it was ascertained that, should the Board need to meet on July 14, a quorum would be achieved.

The Board adjourned to Executive Session at 8:25 PM to discuss personnel issues and reconvened at 9:10 PM.

The Board then examined and approved matches for pavers to be used on the exterior brick pathway. The meeting adjourned at 9:20 PM. The next regularly scheduled meeting of the Board will be **September 15**, 2010 since the regular meeting date--the second Tuesday of the month--conflicts with the observance of Rosh Hashanah.

Respectfully submitted,

Diane Courtney  
Library Director