

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
December 12, 2012**

The Larchmont Public Library Board of Trustees met on December 12, 2012 at 6:30 p.m., attended by Board Chair Pamela Dubitsky (PD), Trustees Jennifer Conley (JC), Lauren Gottfried (LG), Maureen LeBlanc (ML), John McGarr (JM), Maureen Moriarty (MM), and Iven Taub (IT,) Village Liaison Marlene Kolbert (MK), Town of Mamaroneck Liaison Jaine Eney (JE), Library Director Laura Eckley (LE) and Assistant Director June Hesler (JH).

Absent: Friends of Library Liaison Fred Baron

Board Chair PD called the meeting to order at 6:35 p.m.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of November 14, 2012 and the Minutes of the Special Board Meeting of December 6, 2012.

Friends of the Larchmont Public Library Liaison Report

FB was not in attendance. MK and LE mentioned the two great Friends programs in December: Author, Nassim Taleb and M&M Production of the play *Love, Loss and What I Wore*.

Committee Reports

Finance and Budget Committee: PD stated the budget meeting with the Village and Town Boards will be held on January 31, 2013. There will also be work sessions before with both Boards. ML mentioned the committee has started working on the library budget.

Buildings and Grounds:

1. The Larchmont Garden Club project: LE and LG continue to meet with the Garden Club. LE reported that benches have been ordered and the Garden Club is looking for sponsors for garden urns. The current Garden Club newsletter describes the library landscape project. The Garden Club is committed to finishing up the project and has planned a reception for Sunday, June 2, 2013.
2. WPA murals: LE reported a brochure and photographs are in the works. Notecards of the murals will be available for sale and should be arriving at the library soon. The Greater Hudson Heritage, through which our grant was secured, has selected our murals for use in their promotional materials. The Board would like to thank Jill Sarkozi of the LHS for her enlightening presentation at the "Unveiling Reception" for the murals held on November 29th at the library. Due to more involved cleaning on the Yacht Club mural the total cost of the project was \$20,760 or \$1,760 over the original estimate. The following resolution was passed by unanimous vote:
Resolved, the Board hereby approves the transfer of \$1,760 from the Library Board Unrestricted Fund to the Library Board Restricted Fund, in order to complete the payment of restoration and cleaning of the Library's W.P.A. murals with donations from the community.
3. Pella Windows: PD reported that counsel continues to work towards resolution of this issue.
4. Web Site: LE and JC will meet with Fredi B. Design on December 17 to view a preliminary website design. Photographs of the library, board and some staff will also be needed.

Schedule of Bills/Performance Report

The Board reviewed the Schedule of Bills dated 12/5/12 and 12/12/12. After discussion the Board unanimously approved the Schedule of Bills. The Board received the Performance Report dated 12/4/12.

Director's Report

LE reported the Library and the Union signed the Break Stipulation with a trial period from 11/26/12 to 5/26/13. Children's Librarian Rebecca Teglas had her baby. Several trees on the library grounds were trimmed or removed. June Hesler applied for a LifeTime Arts for Creative Aging grant for \$1800 in order to provide an eight week memoir and storytelling workshop to senior citizens in the spring of 2013. There was a discussion about the new downloadable products Freegal, Freading and OneClickDigital which are now available through WLS as well as the new online catalog; potential new programs to highlight these and other services were discussed. LE and JH will work to advertise the new services and put new programs to alert the public to them in place. The Board congratulated June Hesler who was honored at the Village Board meeting for her thirty-five years of service. LE presented a chart, prepared by Librarian Paul Doherty, comparing 2011 and 2012 statistics; overall there is a small decrease in circulation which is on par with the other county libraries.

Correspondence, Communications & Media Coverage

June Hesler's 35 years of library service was mentioned in the Sound & Town Report. The library's post Hurricane Sandy usage by the public was covered by the Patch and the Daily Larchmont. The Patch ran a story covering the WPA Murals and reception. The Daily Larchmont and Larchmont Dish mentioned the Hurricane Sandy book drive.

Additional Items

Book Drive: PD thanked Trustee MM for coordinating the Book Drive for the Averne and Peninsula Community Libraries in Queens, NY, which were both devastated by Hurricane Sandy. MM reported that 130 boxes were packed, many with new books. PD and the Board also thanked John O'Malley and Clarence Gaddis for packing the books; Findlay International Movers, which donated boxes and transported them to Queens; and the community for their generosity.

Code of Conduct: LE reported that counsel reviewed the policy and made recommendations. LE will review with IT and a final draft will be available sent to the Board in advance of the January Board meeting.

Executive Session

The Board unanimously voted to enter into Executive Session to discuss personnel matters at 7:26p.m. The Board unanimously voted to conclude the Executive Session at 7:57p.m.

Board Chair PD adjourned the meeting at 7:57p.m. The next regularly scheduled meeting of the Board will be held on January 9, 2013.

Respectfully submitted,

June Hesler
Assistant Director