

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
January 9, 2013**

The Larchmont Public Library Board of Trustees met on January 9, 2013 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).

Board Chair PD called the meeting to order at 6:38p.m.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of December 12, 2012.

Friends of the Larchmont Public Library Liaison Report

FB reported the Friends meeting was held 1/8/13. A \$7,000 contribution to the library's programming budget for FY13/14. This is a change in procedure. The Friends have agreed to contribute this unrestricted sum in advance of the fiscal year in order to allow for better planning by library staff. A \$1,100 contribution for DVDs for the current fiscal year was also approved. The Friends LegoFest fundraiser will be held 2/8-2/10. Wendy Raso has organized the event and over 1,000 visitors are anticipated over the three day event. The Friends anticipate that the event will raise between \$5-7K. Also on the horizon is a Community Spelling Bee on April 7th and a program for National Poetry Month.

Committee Reports

Finance and Budget Committee: *FY13/14 Proposed Budget.* PD reported the committee has been working on the budget in preparation for the meeting on January 31 with the Village and Town Boards. A draft budget was distributed and LE spent considerable time reviewing, line by line, the changes between the FY2013 and the proposed FY2014 budget. ***Children's Room Renovation Fund.*** PD reported the Children's Renovation Fund will be closed out; however \$50,000 will be held in reserve to cover any expenses to resolve outstanding issues. The balance of the fund will be returned to the Village and Town. The Finance Committee will meet with members of both the Village and the Town Boards to review the accounting for the CRR close-out. ***Amendment to FY12/13 Operating Budget.*** IT made a motion, seconded by JC, to approve the following resolution, which then passed by unanimous vote: *Resolved, that the Board of Trustees of the Larchmont Public Library hereby authorizes the Treasurer of the Village of Larchmont to transfer \$3,600, given by the Friends of the Larchmont Public Library in November 2012, from the Board's Restricted Trust to the Programming line (L 2855.0) of the Library's FY12/13 Operating Budget and to amend the budget as such.*

Buildings and Grounds: PD proposed a Long Term Plan Committee should be formed to review the physical space in the main building of the library and begin plans to update the space so that it will best serve the current needs of the community and enhance the library's role as a community center. LE reported that the website committee has reviewed and approved a preliminary site design with modifications.

Schedule of Bills/Performance Report

The Board reviewed the Schedule of Bills dated 1/9/13. After discussion the Board unanimously approved the Schedule of Bills. The Board received the Performance Report dated 1/9/13.

Director's Report

LE reported Children's Librarian Rebecca Teglas was accepted into the WLS Public Library Administrator Program which consists of five classes over the next two years. The classes cover topics relating to library management. The cost of the program to the library is \$1,000 per course. June Hesler applied for and received a grant from Life Time Creative Arts for an eight week workshop series on memoir writing and storytelling for senior citizens. The course will take place in June and July, 2013. In response to a discussion at the December Board Meeting, Librarian Liam Hegarty has presented and will continue to present drop-in classes on the new catalog and the new online downloadable audiobooks, ebooks and songs available through WLS.

Correspondence, Communications & Media Coverage

The January art exhibit was featured in the online *Larchmont Voice*. LE recently wrote a book drive thank you letter to the community which was posted on the *Larchmont Voice* and the *Larchmont Patch*.

Executive Session

The Board voted unanimously to enter into Executive Session to discuss personnel matters at 7:54 p.m. The Board voted unanimously to conclude the Executive Session at 8:02 p.m.

Board Chair Dubitsky adjourned the meeting at 8:02p.m. The next regularly scheduled meeting of the Board will be held on February 13, 2013.

Respectfully submitted,

June Hesler
Assistant Director