

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
May 8, 2013**

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

Board Chair PD called the meeting to order at 6:36 p.m.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of April 10, 2013.

Friends of the Larchmont Public Library Liaison Report

Fred Baron reported Wendy Raso will replace him as liaison in September. MK mentioned two upcoming Friends programs: Dava Sobel on May 19, and Carol Loomis on June 2.

Committee Reports

Finance and Budget Committee

Fines. LE reported that the new \$10 fine limit will be implemented June 1 and suggested allowing the option of credit cards payments. As WLS does not offer credit card payments for fines, LE recommended using Square Up, an app that allows credit card payments through certain Apple or Android devices. Following discussion, JC made a motion, seconded by ML, to approve the following resolution, which the Board then passed unanimously:

Resolved, that for a trial period of six months, the Larchmont Public Library will offer Square Up as a credit card payment option for library overdue fines of \$10 or more. The Library Board acknowledges the 2.75% fee per transaction.

Sewer Tax. LE reported that Denis Bruccianni has paid the Village of Larchmont's sewer tax bill, which covered both Library and Village Center building. The sewer tax bill received by the library will not be paid until D. Bruccianni speaks with Steve Altieri, Town Administrator, Town of Mamaroneck, to resolve the issue of double taxation.

Buildings and Grounds

Grounds. LG meet with Nedra Gillette of the Larchmont Garden Club and Catherine Wachs, Landscaper, to discuss the plantings in the new library garden. The Garden Club replaced some plants that had died. The Garden Club will dedicate the new gardens at a Centennial Celebration to be held at the library on Saturday, June 8. LE reported that Rolling Stone Masonry will cement the new benches in place and pour a cement pad for the new chess table. The new book drop has arrived and Rolling Stone Masonry will repair the portico steps after the existing book drop is removed.

Roof: LE reported that the initial evaluation of the roof and asbestos testing has been completed by Calgi Construction; Calgi found no structural damage but stated that additional work will need to be done on the parapets and asbestos abatement will need to be preformed. Calgi estimates that an additional \$19,670 will be needed for a roof designer, additional investigative work and the bid process. Construction and abatement could begin in early August and take approximately four to eight weeks to complete. LG made a motion, seconded by IT, to approve the following resolution, which the Board then passed unanimously:

Resolved, that, pursuant to the Resolution approved by the Board at the February 13, 2013 Board of Trustees Meeting, the Board hereby approves an additional \$10,000 from the Capital Fund for Library Building Maintenance (97-3) to be designated for roof design and construction,

legal fees and management for the Library Roof Replacement Project.

Schedule of Bills/Performance Report

The Board reviewed and unanimously approved the Schedule of Bills dated 5/6/13 and 5/8/13.

The Board received the Performance Report dated 5/6/13.

Director's Report

Personnel. Part-time custodian Clarence Gaddis is recovering from surgery; the Board unanimously approved the hire of Gerardo Benavides, effective 4/18/13, at \$19.08 an hour, substituting for Gaddis during his recovery. The Board unanimously approved the hires of Marcos Amigon and Sam Donovan as seasonal library clerks at \$10.50 per hour, effective 5/8/13.

CSEA. CSEA has voted to approve the Memorandum of Agreement with the Library. LG made a motion, seconded by JC, to approve the following resolution, which the Board then passed unanimously:

WHEREAS, the Larchmont Public Library (the "Library") is a party to a collective bargaining agreement with the Civil Service Employees Association, Inc, Local 1000, AFSCME, AFL-CIO, Westchester Local 860 (the "CSEA") covering the period June 1, 2009 through May 31, 2013; and WHEREAS, authorized representatives for the Library and the CSEA negotiated a successor agreement which was set forth in a Memorandum of Agreement covering the period June 1, 2013 through May 31, 2015 (the "MOA"); and WHEREAS, the membership of the CSEA has ratified the MOA; now, therefore, it is RESOLVED, that the Library Board hereby ratifies the MOA between the Library and the CSEA covering the period June 1, 2013 through May 31, 2015.

Miscellaneous. The library received \$500 from At Home on the Sound, in honor of Mary Lee Berridge. LE, LG and JH attended the WLS Book and Author Luncheon. LE discussed the annual NYS library report, noting that our program attendance increased by 40% over the past year; the Board unanimously approved the report.

Correspondence, Communications & Media Coverage

An article on the library's forensics program was published in the *Larchmont Ledger*. *The Patch* covered the Arbor Day program. The May gallery exhibition received coverage in several media outlets. Library publicist Geoff Colquitt has created a continuous loop of library program information that is now playing on the digital display in the Children's Room lobby. Reference Librarian Liam Hegarty has been working hard on the library website, which will launch in June. Sandra Geroux, a local photographer, has been taking pictures of the staff and library for the new website.

Additional Items

Downloading Magazines. LE discussed Zinio, an app for downloading magazines. The platform is \$3,500 per year and magazine subscriptions are an additional cost. LE will ask the Friends to support a pilot program of Zinio. The Board expressed its enthusiasm for this program.

Coffee/Food. LE reported Rebecca Teglas' school project, which analyzed the feasibility of having a coffee/food vendor or machine in the library. Of the WLS libraries surveyed, 56% allowed covered beverages and/or food. After some discussion, the Board unanimously approved an amendment to the Library Patron Code of Conduct to allow covered beverages in the library, but no hot beverages in the Children's Room. The Board also discussed the option of a coffee vending machine.

Board Trustees. Maureen Moriarty has completed her term and has chosen to retire from the Board, citing other obligations. Board Chair PD thanked Maureen for her excellent service, specifically mentioning her help with the Children's Room, the Hurricane Sandy book drive and the selection of the library director. Longtime Larchmont resident, Barbara Loomis Liptack, has been appointed by the Village of Larchmont to serve as trustee. Maureen LeBlanc was reappointed by the Town of Mamaroneck for another term.

Executive Session

The Board unanimously voted to enter into Executive Session to discuss a personnel matter at 8:06 p.m. The Board unanimously voted to conclude the Executive Session at 8:59p.m and then unanimously voted to approve management salaries for FY13/14.

Board Chair Dubitsky adjourned the meeting at 9:00 p.m. The next regularly scheduled meeting of the Board will be held on June 12, 2013.

Respectfully submitted,
June Hesler
Assistant Director