

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

The Larchmont Public Library Board of Trustees met on October 9, 2013 at 6:30 p.m., attended by Board Chair Pamela Dubitsky (PD), Trustees Jennifer Conley (JC), Lauren Gottfried (LG), Maureen LeBlanc (ML), Barbara Liptak (BL), John McGarr (JM), and Iven Taub (IT), Friends of the Library Liaison Wendy Raso (WR), and Library Director Laura Eckley (LE). Village of Larchmont Liaison Marlene Kolbert and Town of Mamaroneck Liaison Jaine Eney were unable to attend.

Board Chair PD called the meeting to order at 6:32 p.m.

PD noted the recent passing of Joan Hills Faulkner, former Library Board President, and expressed tremendous gratitude to Joan for her years of dedication to and hard work on behalf of the library, including her substantial involvement in the 1995 building renovation. JM noted Joan's dedication to the Library Board and specifically mentioned how much the staff had appreciated working with her. The Faulkner family has designated the library as a recipient of gifts in Joan's name. LE will work with the family to find an appropriate way to memorialize Joan's contribution to the library.

The Board reviewed and unanimously voted to approve the Minutes of the Board Meeting of September 11, 2013.

Friends of the Larchmont Public Library Liaison Report

WR reported on upcoming Friends programs including the Third Annual Scarecrow Fest, as well as author visits by Karen Greenberg (who will speak on issues of national security) and Marty Appel (who has written numerous books about the New York Yankees). PD complimented the Friends for their creative and engaging programming.

Committee Reports

Finance and Budget Committee:

Schedule of Bills and Performance Report: The Board reviewed and unanimously approved the Schedule of Bills dated 10/1/13 and 10/9/13. The Board reviewed the Performance Report dated 10/1/13.

Fines: LE reported that credit card payments and the new maximum overdue fine were in place. Upon request by PD, IT agreed to work with LE and the library staff to create a plan for clearing up long overdue fines and patron records.

Budget Process: The Finance Committee has begun working on the FY14/15 budget. LE will present a preliminary draft budget at the November Finance Committee Meeting and schedule meetings with VOL and TOM officials.

Buildings and Grounds:

Roof: LE reported that the asbestos abatement, roof replacement and all heavy roof work was completed between 10/2-10/4 while the library was closed to the public. Flashing, drain work and repairs to the rear roof are still under way.

Transformation Committee: PD reported that the committee is scheduled to meet with architect Jim Lothrop later in the week to review preliminary schematics for the master plan.

Village Center: PD reported there have been discussions between the library, the Village and the Town as to incorporating the Village Center into the library. A policy would be developed by the library staff to allow Larchmont/Mamaroneck residents to use the space.

Director's Report

Programs: LE reported on the tremendous success of Big Truck Day (over 700 people attended!) and acknowledged the efforts of the various Village and Town departments that were involved. This is always a popular event and there is considerable coordination required with many departments.

Facilities: The large maple tree on the library's front lawn is diseased and scheduled for removal. A service berry tree, from the landscaping project, will be relocated to replace the maple. Albee Court has been issued a permit for their new fence and has communicated that it will be installed by the end of October.

Personnel: The staff held departmental meetings during the library's closure for roof repairs to discuss services, programs, suggestions and concerns. One result of the meeting will be the creation of a holiday gift guide.

Additional Items

PD noted that a review of the library's bylaws was due and asked IT to review the library's bylaws and make any recommendations for changes at the November Board Meeting. ML recommended that the purchase of teen ebooks be increased since every MHS student now has a school issued ipad.

Executive Session

The Board voted unanimously to enter into Executive Session at 8:00 p.m. to discuss legal matters. The Board voted unanimously to exit the Executive Session at 8:15 p.m.

Board Chair Dubitsky adjourned the meeting at 8:15 p.m. The next regularly scheduled meeting of the Board will be held on November 13, 2013.

Respectfully submitted, Laura Eckley, Library Director