

**LARCHMONT PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
FEBRUARY 12, 2014**

The Larchmont Public Library Board of Trustees met on February 12, 2014 at 6:45pm, attended by Board Chair Pamela Dubitsky (PD), Trustees Jennifer Conley (JC), Lauren Gottfried (LG), Maureen LeBlanc (ML), Barbara Liptack (BL), John McGarr (JM) and Iven Taub (IT), and Friends of the Library Liaison Wendy Raso (WR) and Library Director Laura Eckley (LE).

Board Chair PD called the meeting to order at 6:54pm.

In the absence of Assistant Library Director June Helser, Trustee BL offered to take the Minutes. PD thanked her for the offer.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of January 15, 2014.

**Friends of the Larchmont Public Library Liaison Report**

WR reported that the Legofest is scheduled for 3/28 – 4/6 and the Community Spelling Bee is scheduled for Sunday, April 6. PD requested volunteers for a team to represent the Library at the Spelling Bee.

**Committee Reports**

PD reported that the Library's Fiscal Year 2014-15 budget was approved, as submitted, by the Boards of Trustees of the Village of Larchmont and the Town of Mamaroneck, at the budget meeting held on February 4, 2014. PD thanked the members of the Library Board for attending the meeting and specifically recognized Trustees JM and ML, as well as Library Director Eckley, for their thoroughness and dedication in preparing the budget. A special mention was made by the Board as to how well prepared LE and PD were for the budget presentation.

**Finance and Budget Committee**

*Schedule of Bills and Performance Report:* The Board reviewed and unanimously approved the Schedules of Bills dated 2/4/14 and 2/12/14. The Board accepted the Performance Report dated 2/4/14.

*Overdue Books/Unpaid Fines Project:* As part of an ongoing project to collect overdue books and unpaid fines, LE reported that her staff undertook an extensive review of unpaid fines from 2005-2009, and waived all fines from that time period for expired library cards that have not been used since 2010. LE also reported that her staff will mail letters to patrons for books they checked out but did not return between 2005 and 2009 in an attempt to retrieve those books.

### **Building and Grounds**

LE reported that the Library's boiler was repaired for the second time in two months due to problems caused by the supply line from the oil tank. LE also reported that panic buttons, as well as water and heat alarms, were recently installed and are in the process of being networked to the main alarm system.

### **Publicity**

JC and LE discussed and presented a new logo for the Library. The design was well received by the Board. The Board extended special thanks to logo designer and resident Don Morris for his time and work, most of which he donated to the Library.

### **Director's Report**

Upon the recommendation of LE, the Board unanimously approved the hiring of part-time Children's Librarian Rebecca Newman effective 2/6/14, at a rate of \$28.92 an hour and a Sunday rate of \$30.65 an hour. In addition to LE's written report, LE reported that librarian Rebecca Teglas visited local schools promoting the Library's Winter Blues Reading Program. LE also noted that Library closings due to inclement weather are thoughtfully considered and every effort is made to keep the Library open.

### **Executive Session**

The Board voted unanimously to enter into Executive Session at 7:53pm. The Board voted unanimously to exit Executive Session at 8:14pm.

Board Chair PD adjourned the meeting at 8:15pm. The next regularly scheduled meeting of the Board will be held on March 12, 2014 at 6:45pm.

Respectfully submitted,  
Barbara Liptack  
Trustee