

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

The Larchmont Public Library Board of Trustees met on March 12, 2014 at 6:45 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), Village Liaison Marlene Kolbert (MK), Town of Mamaroneck Liaison Abby Katz (AK), Friends of the Library Liaison Wendy Raso (WR), Library Director Laura Eckley (LE) and Assistant Director June Hesler (JH). Excused was Trustee Iven Taub.

Board Chair PD called the meeting to order at 6:53 p.m.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of February 12, 2014.

Friends of the Larchmont Public Library Liaison Report

WR was congratulated as the newly nominated President of the Friends. WR will take over for David Calkins in May and Lesleigh Forsyth will be the new secretary. The Friends committed to \$8,000 in programming support for the library's FY14/15 operating budget. A \$400 donation was approved to support the new SEPTA related programming in the Children's Room. Upcoming programs include the Spelling Bee and Brickfest. Friends Board member, Ellie Fredston, will be honored by At Home on the Sound as volunteer of the year in May and a \$500 donation to library landscaping was made in her honor.

Committee Reports

Finance and Budget Committee:

Schedule of Bills and Performance Report: The Board reviewed and unanimously approved the Schedule of Bills dated 3/7/14 and 3/12/14. The Board received the Performance Report dated 3/6/14.

Director's Report

LE reported on a number of staff related medical leaves. Panic buttons were installed and LPD Officer Knudson spoke at a staff meeting reviewing the appropriate use of the panic buttons. Rebecca Teglas is researching Code Adam Procedures in the event of a missing child in the library. Kim Larsen, part-time Children's Librarian, has been in contact with SEPTA regarding special education programs to be held at the library in May with plans for more in the fall. Marca McClennon applied for a \$500 grant from the Ezra Jack Keats Foundation to support programs with local illustrator Wendy Popp. LE met with Blythe Hamer of the Larchmont-Mamaroneck Center for Continuing Education program to discuss possible collaborations. Staff Assistant Ryan Madonna has been researching the installation of an AED in the library.

Executive Session

The Board voted unanimously to enter into Executive Session at 7:30 PM. The Board voted unanimously to exit Executive Session at 8:43 p.m. JM made a motion, seconded by JC, to approve the following resolution which the Board passed unanimously: *Resolved, that in order to proceed with replacement of the leaking windows installed during the renovation of the Larchmont Public Library Childrens' Room and the Village of Larchmont Village Center, the Board of Trustees of the Larchmont Public Library hereby authorizes Laura Eckley, Library Director, to enter into a contract with Simpson, Gumpertz and Heger (SGH) to act as project manager on the library's behalf, at a cost not to exceed \$6,000, to be paid from the Children's Room Renovation Fund (7240.27-1).*

Board Chair Dubitsky adjourned the meeting at 8:45 p.m. The next regularly scheduled meeting of the Board will be held on April 9, 2014 at 6:45 p.m.

Respectfully submitted,
June Hesler

Assistant Director