

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
JUNE 18, 2014**

The Larchmont Public Library Board of Trustees met on June 18, 2014, attended by Board Chair Pamela Dubitsky (PD), Trustees Jennifer Conley (JC), Lauren Gottfried (LG), Maureen LeBlanc (ML), Barbara Liptack (BL) and John McGarr (JM), Village Liaison Marlene Kolbert (MK), Friends of the Library Liaison Wendy Raso (WR), Library Director Laura Eckley (LE) and Assistant Director June Hesler (JH). Trustee Iven Taub and Town of Mamaroneck Liaison Abby Katz were absent.

Board Chair Dubitsky called the meeting to order at 6:50 p.m.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of May 14, 2014.

Friends of the Larchmont Public Library Liaison Report

WR reported that the Friends have not scheduled any Board meetings for the summer but that the annual, ever-popular Stuffed Animal Sleepover will be held in the Children's Room on June 30.

Committee Reports

Finance and Budget Committee:

Schedule of Bills and Performance Report: The Board reviewed and unanimously approved the Schedule of Bills dated 6/10/14, 6/12/14 and 6/18/14. The Board received the Performance Report dated 5/31/14. The Board unanimously approved Trustee JM to authorize bill payments over the summer, with the expectation that the Board will review these payments at the September meeting.

Buildings and Grounds:

Transformation Committee: PD reported that members of the Village of Larchmont and Town of Mamaroneck community have formed a fundraising committee for the purpose of raising funds for the Library Transformation Project. She also reported that fundraising activity is expected to start in the Fall and that Trustee BL will be the liaison to the committee. Trustee LG made a motion, seconded by Trustee JM, to approve the following resolution, which the Board passed unanimously:

In order to facilitate fundraising for the Library Transformation Project, the Larchmont Public Library Board of Trustees hereby directs the Treasurer of the Village of Larchmont, Denis Brucciani, to open (1) a bank account and corresponding trust fund for the purpose of the Larchmont Public Library Transformation Capital Improvement Project and (2) a corresponding merchant account for the purpose of accepting credit card payments for the project.

PD reported that the architect, Jim Lothrop, has prepared a master plan and renderings, and that the next phase of the project will involve preparation of schematic drawings. In addition, PD reported that she and LE have met with Mr. Lothrop, and will continue to meet with him over the summer, and that she expects to ask the Board to convene a Special Meeting during the summer in order to approve a contract retaining Mr. Lothrop as the architect for the project.

Director's Report

LE reported that Catherine Wachs completed landscaping on the Children's Room side of the library, partially funded by the Friends, and that the sprinkler system was expanded to include the new landscaping. LE also reported that the window well at the front of the building (where April flooding occurred) will be covered so no more water can get in. JH showed the Board the new materials for the Children's Summer Reading Program (the theme is "STEAMY" -

science, technology, art and math) and the Adult Summer Reading program (the theme is “New York State of Mind”). The Board noted how impressive these new materials and programs are and expressed its great appreciation to the members of the Library staff for their ingenuity and hard work. LE reported that a committee made up of WLS Staff and Library Directors has been reviewing RFPs for the system wide ILS (Integrated Library System). The ILS runs the online integrated catalog for both the staff and public and is an important component of library services. The WLS Board will vote on the ILS vendor in July with an implementation date of spring 2015. LE updated the Board on her work as the Chair of the PLDA Finance Committee. LE reported on personnel promotions and hires that she expects to implement to over the summer.

Correspondence, Communications & Media Coverage

Former Principal Clerk, Lin Verrastro, sent a thank you note to the Board for the retirement present.

Board Chair Dubitsky adjourned the meeting at 8:20p.m. The next regularly scheduled meeting of the Board will be held on September 10, 2014.

Respectfully submitted,
June Hesler
Assistant Director