

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
AUGUST 14, 2014**

The Larchmont Public Library Board of Trustees met on August 14, 2014, attended by Board Chair Pamela Dubitsky (PD), Trustees Jennifer Conley (JC), Lauren Gottfried (LG), Maureen LeBlanc (ML), and John McGarr (JM) and Library Director Laura Eckley (LE). Trustees Iven Taub and Barbara Liptack were absent

Board Chair Dubitsky called the meeting to order at 11:05am.

The Board reviewed and unanimously approved the Minutes of the Board Meeting of June 18, 2014.

Transformation Project

Architect: The Board discussed the phases of the Library Transformation Project. Trustee LG made a motion, seconded by Trustee JC, to approve the following resolution, which the Board then passed unanimously:

Resolved, that the Board of Trustees (the "Board") of the Larchmont Public Library (the "Library"), having completed a Master Plan for the main building of the Library with the architectural firm Lothrop Associates LLP ("Lothrop"), has determined the need to move forward with the Library Transformation Project. And Further Resolved, that the Board authorizes Library Director Laura Eckley to enter into a contract with Lothrop, and pursuant to the terms of that contract, authorizes (1) Lothrop to move forward with Schematic Designs and (2) the expenditure of no more than \$20,000 from the Capital Fund for the Library Transformation Project to compensate Lothrop for the Schematic Designs.

Board Chair Dubitsky adjourned the meeting at 12:05pm and reconvened the meeting at 2:00pm.

Finance: JM and ML reported that accounts for the Transformation Project have been created. Discussion followed regarding the account name and the setup of a credit card account. The Finance Committee agreed to write a memo to the Fundraising Committee outlining how donations may be received. Trustee JM made a motion, seconded by Trustee LG, to approve the following resolution, which the Board then passed unanimously:

Resolved, that the Board of Trustees of the Larchmont Public Library authorizes the transfer of the \$5,000 donation (received from a patron at the Friends of the Larchmont Public Library Annual Meeting in May 2014), having been deposited in the Board Unrestricted Trust (118), to the Capital Fund for the Library Transformation Project.

Board Chair Dubitsky adjourned the meeting at 2:15pm. The next regularly scheduled meeting of the Board will be held on September 10, 2014.

Respectfully submitted,
Laura Eckley
Director