

**Katonah Village Library Board Meeting Minutes**  
*Monday, September 24, 2018, 7:30pm*

**Regular Meeting**

**Call to order** (Virginia Lanigan) at 7:40 p.m.

**Present:** Barbara Chintz, Steve Brotmann, Mike Dwyer, Jack Freudenheim, Kate Galligan, Mary Herrnstadt, Rhea Johnson, Virginia Lanigan, Anthony Mamo, Susan Polos, Alan Eifert, Susan Popovic, Joe Tropiano, Jennifer Versacci, Director Mary Kane

**Absent:** Craig Intinarelli

**Minutes**

Minutes from the July meeting were approved without exception.

**Director's Report** (Mary Kane) Attached

**Action Item:**

**The motion to create a Patron Policy Addendum (two changes, one referring to loitering and the other specific to the YA room) passed without exception.**

As a matter of due diligence and best practice, the Board discussed whether there was a conflict with board member Kate Silverstein Galligan serving on both the Library Board and the Town Board. The Board voted unanimously that, according the Library's Conflict of Interest Policy, there is no conflict.

We sell merchandise at the library and the merchandise has sold out over a four-year period. An estimate with a local vendor came to \$4500 to reorder merchandise. Mary will obtain several other estimates.

Mary reminded Trustees that she had sent out a link to them regarding a WLS survey asking trustees to answer questions about the need for trustee education. Mary expressed that she feels trustee education would be a benefit to the Board.

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### **Finance Report (Dwyer)**

- We are running slightly ahead on income largely due to a patron bequest and successful fund-raising.
- Our check from the Town came in.
- Mike Dwyer will go to the Town meeting on October 2nd to see how our proposed budget is received.
- We discussed the increased costs for our WLS participation and for staff healthcare.

**Board went into Executive Session from (8:21 - 8:45 p.m.)** to discuss a personnel matter.

### **Book Sale Committee (Herrnstadt)**

Thursday, October 18th is the opening night of the Book Sale. It is hoped that many of us will all attend. Some movers will be hired to help with the setup and takedown of the sale. Saturday, October 20th, is the opening date for the public. Set-up starts on Friday the 12th. Sunday the 14th is the day when the most help is needed, starting at 10 am. There was a donation of a limited edition of John Grisham's signed books. These may be sold at a small auction.

### **Program Committee (Freudenheim)**

Mike Dwyer and Jack Freudenheim are going to scope out traditional Irish music in White Plains. There are three concerts that are in planning stages: Irish, Brazilian jazz and Argentinian classical guitar. We will charge \$10, possibly \$5 for students and seniors. The program committee hopes to meet to discuss storytelling for next year.

### **Buildings and Grounds (Brotmann)**

The video cameras are up throughout the Library. A lamppost in the front of the Library has been replaced. We continue to explore ways to deal with the water issue outside the Garden Room. There has been one proposal for \$5,500 to fix drainage issues. We also need to plan on replacing our failing HVAC system. Steve spoke about taking an inventory of equipment in the library so we can prepare for future capital expenses.

### **Action item:**

**The motion to authorize and approve spending up to \$8,000 for drainage issues was passed unanimously.**

Mary Kane made an addendum to July's minutes. The cost of printing a color pamphlet for the Annual Appeal will cost \$850 more than our traditional black and white appeal-rather than the \$1,800 as originally noted.

**Harvest Table/Fall Fundraiser, November 3 (Lanigan)**

Virginia Lanigan referred us to the working document she sent to the Board via email that includes tasks and status. Board discussed.

The meeting was adjourned at 9:14 p.m.

The next meeting is Tuesday, October 23, at 7:30 p.m. (Note: this is a one-time change in typical Monday night meeting due to scheduling conflict of Director. )

Respectfully submitted,

Susan Polos, Secretary

**Director's Report**  
**July 24-September 20, 2018**

**Summer Programs:**

Summer programming tends towards the subdued, as so many patrons are on vacation. However, the **Jill Sobule concert** was a big hit with over 100 attendees. Programs such as **Chair Yoga, Sit and Knit** and **Bridge** continued throughout the summer, while others such as **Great Decisions** took a hiatus. **The Library's book group** read Vanessa Diffenbaugh's *The Language of Flowers*. There were also additional summer programs such as **Chronic Pain Management** and **Ben Model, Silent Films**. The evening with **Mushroom Photographer, Taylor Lockwood**, attracted 50 participants. **The Volunteer Fair** on September 15<sup>th</sup> was not well attended, and we are considering discontinuing this. Our Young Adult programs were hopping with **Dungeons and Dragons, Tie Dye, Squishies, Teen Zine, Earring workshops and self-defense**. The **YA reading program** also had some revived interest this year, as teens were given an ice cream sandwich after reading and verbally reporting on a the book.

**Library Property and Trespassing**

The Bedford police were called after a man slept on the library's bench (near Children's entrance) several nights in a row.

## **Fundraising**

Tina the Turtle was the star of the show this summer. Between the Givegab funding page, 3 newspaper articles, a Journal News film interview and numerous social media posts, over \$6,000 was raised for Tina's new tank.

## **Art Exhibit:**

Daniel Willner's *Great Swamp Photographs* are on display in the Garden Room, and were a part of the Katonah Art Stroll. The artist also provided a cello player for a few hours during the Art Stroll.

## **Building:**

- The air conditioner has had problems throughout the summer. The system may need to be replaced.
- Kelloggs and Lawrence requested that we trim our hydrangeas in the Serenity Garden. Due to the wet weather, the vines had crept into their gutters. We used a new company to trim the hydrangeas and Kelloggs and Lawrence was pleased with results.
- A new 10 foot pole and lantern were installed on the outside library steps, replacing the wooden pole which had snapped.
- 13 video cameras have been installed in the library.

## **Meetings Attended**

- Harvest Table Planning Committee
- Met with *Bedford Magazine* to discuss the "art gallery explosion" in Katonah.