

Katonah Village Library Board Meeting Minutes
April 29, 2019, 7:30 PM

Regular Meeting

Call to order (Virginia Lanigan) at 7:34 p.m.

Present: Barbara Chintz, Steve Brotmann, Mike Dwyer, Jack Freudenheim, Kate Galligan, Mary Herrstadt, Craig Intinarelli, Rhea Johnson, Virginia Lanigan, Anthony Mamo, Susan Popovic, Joe Tropiano, Jennifer Versacci, Director Mary Kane

Absent: Vienna Wong

Minutes

Minutes from the March 25, 2019 meeting were approved without exception.

Finance Report (Dwyer)

We are on budget. The contribution check from the Town is expected within the next few weeks. Revised budget reflects the Board-approved additional \$7000 drawn from the Book Memorial Fund to increase/update YA and children's collections, per the specific requests of those two librarians to Mary Kane. (The Adult collection was deemed by librarian to be satisfactory at current funding level.)

Director's Report (Mary Kane)

(Director's Report follows after these note attached to minutes.)

Book Sale Committee (Herrstadt)

Donations to the sale are going very well. As the book sale room is almost filled, the donations may close in early June.

Buildings and Grounds (Mamo)

The committee is working to clean up the area outside the Garden Room. The committee is exploring whether the outside air conditioning unit can be moved over versus replacing the unit—which will need to be done in the near future. The committee is also looking to install new plantings in the area. Work on the main AC unit for the entire building has started.

Development Committee (Joe Tropiano reporting)

Joe briefed board on the recent discussions and recommendations of Development Committee, including some ideas and mechanisms for ensuring Trustees meet loyal, long-time donors at upcoming Spring Intro Summer fundraiser. Other development ideas being discussed by Committee: segmented Annual Appeal; "sustaining member" monthly giving. Also reported that KVL is working out details with a company for a "car donation" arrangement as another way for locals to donate to KVL.

Fundraising, Spring PARTY (Galligan and Lanigan)

Needs list:

--Raffle items—Kate Galligan went over list of trustees who had volunteered to get donations from local businesses

Jack Freudenheim reported that “Stephanie and the OverDudes” will be performing a few sets at Spring Into Summer.

Programming Committee (Freudenheim)

Concert set for June 7: world jazz band, *International Orange*.

Mike Dwyer is investigating pricing/procurement of new lighting for Garden Room.

Strategic Planning Committee (Versacci)

The committee is busy working on “analysis” assignments for the next Committee meeting. ****

The meeting was adjourned at 8:52 p.m.

The next meeting is Tuesday, May 28, at 7:30 p.m. The TUESDAY AFTER MEMORIAL DAY.

Respectfully submitted,

Barbara Chintz, Secretary



KATONAH VILLAGE LIBRARY

We are Community . . .

March 25- April 18, 2019

DIRECTOR'S REPORT

Programs

The AARP Free Income Tax Preparation attracted (a thankful) crowd right up until its closing date on April 9th. **Great Decisions focused** on *Populism in Europe*. **The Library's Contemporary Storytelling Series** welcomed Jen Munro and her program *When Myth and Reality Collide*. **Establish your own Etsy Shop** proved helpful to burgeoning online entrepreneurs. The **Library's book group** read *Razor Girl* by Carl Hiaasen and *The Woman Upstairs* by Clair Messud, and the **World Affairs Book Club** discussed Robert Merry's *President McKinley*.

Art Opening

Hand-Pulled Prints, Impressions by Artist Members of the Center for Contemporary Printmaking had its official opening night, with the artists, art enthusiasts and a pianist.

Continuing issues with new catalog system

There are still unresolved issues with the new catalog system, Evergreen. While many problems have been worked out, complications still persist—impacting and interrupting the library's service to the public. Katonah Village Library is currently dealing with: Long wait-times on staff computer login (up to 45 minutes while patrons wait), spine label printer incompatibility with new catalog system and incorrect fines on Children's Books.

During the last two Public Library Director's Association Meetings, many directors expressed frustration with both the handling of the recent malware attack and Evergreen migration. At the April meeting, WLS provided a handout with Budget increase recommendations which would they believe would counteract future issues from (re)occurring. These recommendations include: Intrusion Detection/Protection Services, the addition of a Third Party Network

Administration, A full time Support Technician and a System Administrator. Additionally, the consortium would expand its training program—and improve its communication skills with its member libraries. (This handout will be available at our April board meeting.)

Building

- The downstairs automatic door continues to have issues, and has had to be serviced again. A new sensor was installed.
- Emergency work was done on the front stairs to the Library, as cement had eroded and stairs were wobbling.

Meetings Attended

- Public Library Director's Association Meeting
- March Staff Meeting
- Fund Development Series, Part 2 at Bay Path University, with Virginia Lanigan and Ellen Waltmyer. Covered: Building donor loyalty (“The Donor is the Hero!”); Operating as a donor-centered organization; planning an effective relationship-building program and extraordinary experiences.
- Development Committee meeting with Vienna Wong, Ellen Waltmyer, Joe Tropiano and Tony Saytanides.
- Spring into Summer Planning Committee