



Katonah Village Library Board Meeting ***Monday, February 25, 2019, 7:00pm***

Regular Meeting

Call to order (Virginia Lanigan) at 7:05 p.m.

Present: Virginia Lanigan, Barb Chintz, Susan Popovic, Kate Silverstein Galligan, Mary Herrnsdtadt, Joe Tropiano, Director Mary Kane.

Absent: Tony Mamo, Steve Brotmann, Craig Intinarelli, Rhea Johnson, Mike Dwyer, Vienna Wong, Jennifer Versacci, Jack Freudenheim

Approval of January Minutes

Absent a quorum, the approval of Jan. 2019 minutes will be done at the March 2019 meeting.

Finances (Susan Popovic)

Nothing to report, since early in the fiscal year.

Director's Report (Mary Kane)

(See attached Director's report.)

Book Sale Committee (Herrnsdtadt)

- We've started accepting used books from patrons on Feb. 1st.
- We sold a set of John Grisham first editions (donated by local patrons) for \$3K to a NYC bookseller.

Building & Grounds Committee (report given by Kane)

- The patron counter at the Children's Room entrance needed to be replaced. (These numbers are required by the state Library.)
- The automatic door at the Children's Room entrance needed to be serviced.
- The Library's heating system had issues, and a new recirculation pump was installed.

-The new infiltrator outside the Children's Room entrance does not need to be installed, because contractors discovered there was one there already which had been covered over. We saved \$4000.

Development Committee (report by KVL Development Manager, Ellen Waltmyer)

Committee had its first meeting on Feb. 19. Was agreed that the fact that library is not fully funded by the Town needs to be better communicated to patrons and community. Members also agreed on importance of measuring return on investment for all development initiatives. Also want to move forward on marketing the library by "humanizing" the library's services.

The meeting was adjourned at 7:30 p.m. in order to allow trustees to attend the joint meeting with KVIS (which started at 7:30 p.m.)

Next board meeting will be held on March 25th.

Respectfully submitted,

Barb Chintz, Secretary

Director's Report: January 26-February 22, 2019

Programs

The Library's Contemporary Storytelling Series opened with *Laurie Simms Falling in Love with the World*. **AARP's Free income Tax Preparation** has been bustling every Tuesday. The **Library's book group** read *My Grandmother asked me to tell you she's Sorry* by Fredrick Bakman and **The World Affairs Book Club** read Madeleine Albright's *Fascism: A Warning*.

Westchester Library System Virus

The Westchester Library System's server was infected with a virus, introduced into library networks via malicious emails (malspam). The computers at most of the Westchester Libraries went down for several days and Katonah Library had no public printer for two weeks—which resulted in many angry patrons (as this is tax season, and people were coming to the Library to print government forms). Three main libraries in WLS had no computer access for several weeks. The virus was contained and WLS continues to work on residual issues. WLS is bringing in multiple additional sources to help combat the issue (i.e. hired a new full-time

technician). At this month's Public Library Association Meeting, the situation and its aftermath were discussed. My voiced concern was the lack of communication that transpired during this crisis between WLS and our Library.

Building

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New Catalog System

The staff is preparing for Evergreen, the new catalog which goes live on March 14. On February 27th, The staff will be trained and the Library will be closed until 12:30.

DonorPerfect

The Library has purchased DonorPerfect (Donor Management Software) and Ellen Waltmyer and myself have been taking weekly live Webinars in preparation. Our Excel and Quickbook donor history will be migrated, organized and uploaded onto the new platform over the next few weeks.

Meetings Attended

- Public Library Director's Association Meeting, February
- Development Committee meeting with Vienna Wong, Ellen Waltmyer, Joe Tropiano and Tony Saytanides,