



Katonah Village Library Board Meeting Minutes
Tuesday, May 28, 7:30pm

Regular Meeting

- I. CALL TO ORDER (Lanigan) – 7:35 p.m.
- II. **Present:** Barbara Chintz, Mike Dwyer, Jack Freudenheim, Kate Galligan, Mary Herrstadt, Craig Intinarelli, Rhea Johnson, Virginia Lanigan, Anthony Mamo, Susan Popovic, Joe Tropiano, Jennifer Versacci, Vienna Wong, Development Manager Ellen Waltimyer, Director Mary Kane
Absent: Steve Brotmann
- III. APPROVAL OF MINUTES from February 25 and April 22 meetings.
Correction to February minutes: Rhea was present at that meeting.
Minutes for February were approved with correction; minutes for April were approved without exception.
- IV. FINANCE REPORT (Dwyer)
Nothing to report. On track. We've rec'd Town check. There was slight discrepancy between the amount received and the amount expected/budgeted; Mike will contact Town comptroller.
- V. Spring into Summer and Development Activities Report - Ellen Waltimyer.
- VI. DIRECTOR'S REPORT(attached)
Items not included on attached report:
- Mary interviewed an outside IT company to get information on services and costs.

Coffee Nook: have spent thus far: \$2053 (gutting, electric; cabinet purchase and cabinet installation); Still need: \$950 for quartz countertop and

installation; \$100 for under-counter fridge, \$500 to hook up water; plus \$400 for misc. add'l costs that might arise to bring to completion.

ACTION ITEM: Motion to approve up to \$1550 to complete the coffee nook.(Lanigan)
Seconded by Dwyer and Galligan.
Motion passed unanimously.

VII. BOOK SALE COMMITTEE (Herrnstadt)

All going well. Discussion ongoing about whether and how to participate in Katonah sidewalk sale event. Still accepting donated books, but likely not for long, since book room is filling up.

NOTE: KVL is hosting an invitation-only volunteer appreciation cocktail party on Saturday June 22 at 2:00 – 4:00. (For Book Sale volunteers, KVL gardeners, shelf readers, etc.)

VIII. DEVELOPMENT COMMITTEE (Wong) Committee believes there is need for longer term dev't plan, but also want some near-term action. For 2019, they will focus on Annual Appeal (segmenting, timing.) At next committee meeting, will be focusing on 2-3 ideas they want to pilot; will go to Board for support and approval before implementing.

IX. STRATEGIC PLANNING COMMITTEE (Versacci)

Committee has met monthly, Members are getting deeper into buckets of info and conclusions, developing “Aha!s.” By July board meeting, want to bring overview of key issue question answers, and the SWOT. Can talk thru, get input from board. Jennifer will send summary document to trustees in advance of July meeting.

X. BUILDING AND GROUNDS (Mamo)

A/C for Garden Room: Mary getting pricing on a split system from a few vendors. Based on one vendor's input rec'd thus far, split system might not work given stone façade.

XI. PROGRAMMING COMMITTEE (Freudenheim)

Concert on evening of Fri. June 7th – *International Orange*, a global jazz fusion band. Promotional email blast went out today. Mary will switch ticket-buying page over to this event once Spring Intro Summer ticket sales are closed down.

XII. SPRING FUNDRAISER. (Galligan and Lanigan)

Went through evening's schedule, list of trustee duties for the evening; confirmed raffle prize donations; confirmed food donations and pickups;

Meeting adjourned at 9:00 p.m.

Next meeting: Mon., June 24th.



KATONAH VILLAGE LIBRARY

We are Community . . .

DIRECTOR'S REPORT - April 23-May 23, 2019

Programs

The Library continued its film series with the movie *Dirt Rich*, which focused on strategies used to stabilize carbon levels. The screening was accompanied by a panel discussion, including Dan Kittredge, Founder and Executive Director of the Bionutrient Food Association. Over thirty audience members showed up for the Cyber Security and Privacy Talk. The panel included Chief Padilla of the Bedford Police, Book Fumigali from the town of Bedford, Stephen Filler, Legal Counsel of Joule Assets, Michael Schechter from Computer Experts Group, Heather Flournoy, the Library's Tech Support, as well as myself (speaking to the Library

consortium's recent malware attack). This event was planned and coordinated by Heather. The Library's book group read *Breakfast of Champions* by Kurt Vonnegut Jr. and The World Affairs Book Club discussed *Team of Rivals* by Doris Kearns Goodwin. The Library's newly former Spanish Conversation Group has sparked interest, with participants practicing their Spanish skills.

Art Opening

The Library stayed open late for the Katonah Art Stroll, with artist Lynn Leinwohl's reception of *Fanciful Juxtapositions*.

ILS Committee

I joined and attended the first **Integrated Library System Committee**, along with directors and tech support from several libraries. The committee explored all the various Evergreen issues. Eventually, what WLS cannot resolve, and with a recommendation from the ILS Committee and directors, a consensus will be reached on issues that need to be fixed and presented to Equinox (developers/designers of Evergreen) and a cost determined. Money has been put aside at WLS for this.

Continuing Education for staff at Warner Library, Tarrytown

Staff members Rosamargarita De la Parra (Adult services) and Gloria O'Connell (Children's Services) participated in Library Skills Academy, a 3 day/18 hour workshop on library services, which included reference training, public and tech services. This was paid for by Katonah Library to further the skills of our staff.

Meetings Attended

-Public Library Director's Association Meeting (PLDA) at WLS

-Staff Meeting

- Fund Development Series, Part 3 at Bay Path University, MA, with Virginia Lanigan and Ellen Waltmyer.

-Integrated Library System (ILS) Committee Meeting at WLS

-Development Committee meeting with Vienna Wong, Ellen Waltmyer, Joe

Tropiano and Tony Saytanides.

-Strategic Planning Committee with Jennifer Versacci, Rhea Johnson, Vienna Wong and Joe Tropiano.

-Spring into Summer Planning Committee with Ellen Waltimeyer, Maura Rosenthal, Virginia Lanigan and Kate Galligan.

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