



# Katonah Village Library Board Meeting Minutes Oct. 28, 2019

## Regular Meeting

**Call to order** (Virginia Lanigan) at 7:37 p.m.

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

**Absent:** Susan Popovic, Mary Herrnstadt

## Minutes

Minutes from the Sept. 23, 2019 meeting were approved with one correction regarding the date of the Oct. meeting.

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

**IT problems:** The library continues to have IT issues, including long log-ins, computers turning off spontaneously, and wifi outages. WLS has split the original RFP into three separate RFPs. Virginia Lanigan will be joining Mary Kane at the WLS Board meeting on October 29<sup>th</sup> in which the system's IT problems, and status of next steps, will be majority of discussion. Virginia will forward to the board members a newsletter from WLS about status of IT issues.

**KVIS:** The Library will no longer be holding an annual meeting with KVIS. Instead, there will be a shared author program, with food and drinks, on Nov. 8<sup>th</sup> at 7:30.

**ACTION ITEM:** Motion to approve the revised holiday schedule for KVL.  
Approved with unanimous vote.

**Finance Report** (Dwyer)

We are on track. Will give a year-end financial snapshot at next meeting when we know the net income from the Harvest Table fundraiser.

**Book Sale Committee** (Kane, reporting for absent Herrnstadt)

The expenses for the Sale were significantly less than prior years because we have now paid off the new book rolling racks. This is the last time Better World Books will take our un-soldr books. We are working on identifying a new way to dispose of the unsold books for future Book Sales.

**Buildings and Grounds** (Mamo)

Per our contact at JouleSmart, KVS does not qualify for a NYS natural gas-reduction grant to defray costs of a new or improved A/C system. Will give a full report of recommendations of the B&G Committee re the A/C system, including a layout of all associated costs, at the next meeting.

All regular lightbulbs in Meeting Rooms have been replaced with LED lights. This will save the library money and also give more light to exhibiting artists.

We are putting a second outdoor light right outside the front entrance. This light will be left on all night, since the delivery crew of Westchester Library System (who handle inter-library loans) and professional snow removal crews – who often work in the wee dark hours -- need lights.

**Development Committee** (Wong)

The focus remains on the 2019 Annual Appeal. The Board is being asked to write personal notes on the appeal letters.

**Personnel Committee** (Brotmann)

Committee will present nominees to the Board at November meeting, and Board will vote on new Trustees to step on in 2020.

**Programming Committee** (Freudenheim)

Music: trying to find time for famous musician from Kosovo. Probably in January. Hopefully March 14<sup>th</sup> for the Gamelan theater concert.

Memoir: We have a new series we want to introduce: Memoir. The idea is to have each reading to be around a theme, i.e. chronic health problem, being an artist, immigrant struggles. The memoirist will read a bit from their memoir and then Barbara Chintz will ask some questions and then take questions from the audience. Maybe have a reception afterward.

**Strategic Planning Committee (Versacci)**

No updates.

**Harvest Table (Galligan, Lanigan, Johnson)**

Committee is having the final planning meeting tomorrow morning.

The library will close at 3 pm on Sat. Nov. 2, to set up for event.

We have sold 120 tickets thus far.

Kate is promoting the event on Katonah Parents today. Please “like” the post as it bumps up the post hits. Trustees asked to promote the event, and the Premium Raffle, to their friends.

Band will be instrumental jazz trio, ToddSquad.

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The meeting was adjourned at 8:44p.m.

***The next meeting is Monday, Nov. 25, at 7:30 p.m.***

Respectfully submitted,

Barbara Chintz, Secretary



# KATONAH VILLAGE LIBRARY

*We are Community . . .*

*September 21-October 23, 2019*

## **Programs**

**Dance Lessons** concluded, with participants expressing a good deal of satisfaction and requesting that we offer again. **Financial Planner and author Liz Frazier** discussed her book *Beyond Piggy Banks and Lemonade Stands*, which covered financial planning for children. **The Library's Book Group** read *French Exit* by Patrick Dewitt and **World Affair Books** discussed Robert Caro's *Master of the Senate*. **Great Decisions** discussed *Water Supply*. **The Book Sale** initiated with a large crowd for Thursday's Private Opening, followed by a bustling week of activity.

## **WLS and continuing IT issues**

VDI continues to be an issue at many libraries including KVL, with computers turning off at random, long login times, Chrome crashing, computers freezing and certain staff being unable to print receipts for patrons. Tech company Compufit was hired by WLS to examine the VDI issues.

At the recent PLDA meeting, several directors expressed dissatisfaction with both VDI and Evergreen. Continuing issues with Evergreen included: holds (net borrowing), fines, questionable statistics, and the inability to include the Westchester Library ebook collection in the catalog. Several directors asked whether the consortium could go with the 3.1 version rather than the current 3.2. The original RFP is being separated into four RFPS as the original was considered too general. (There was only one response to the initial RFP.)

## **Development**

Due to a staff injury, our development department is currently short staffed, and I have taken on a good deal of fundraising duties, including the majority of DonorPerfect Harvest Table online form and data entry setup for the Harvest Table. As I am unsure how long the current situation will last, I have signed up for a day-long DonorPerfect Training in NYC in December.

## **Meetings/Events Attended**

- Meeting with WLS Directors (White Plains)
- Book Sale Set-up Day
- Tech Committee (WLS)
- PLDA (WLS)
- (2) Harvest Table Planning Meetings
- Development: Donor Letter Signing
- Finance Committee