



# Katonah Village Library Board Meeting Minutes April 26, 2021

## **Regular Meeting (held virtually via ZOOM program)**

**Call to order** (Mike Dwyer) at 7:35 p.m.

**Present:** Mary Kane, Mike Dwyer, Rhea Johnson, Mary Herrnsstadt, Anthony Mamo, Ian Shaw, Joe Tropiano, Jennifer Versacci, Cassie Coccaro and Sue Hassett

**Absent:** Vienna Wong, Barb Chintz

## **Approval of Minutes**

Minutes from the March, 2020 meeting were approved without exception.

**Director's Report** (Mary Kane) See attachment

### Action Item:

Approve Library Holiday schedule.  
Motion Approved unanimously.

### Action Item:

Approve WLS Free Direct Access Plan, revised 4/1/21: Motion to approve language in this plan.

## **Committee Reports**

### Finance Report (Ian Shaw)

Currently, the library is open, but only from Monday – Friday. The plan is to manage within these limited hours notwithstanding the fact that doing so poses a \$45k budget deficit to KVL in 2021. The hope is to return to full service in Q4 of 2021 (including weekend hours) but this is entirely contingent on the restoration of KVL's funding for 2022 as requested in the April 6<sup>th</sup> Town meeting (which we should know by mid-August given the Town's historic budget calendar). If the Town supports KVL's funding restoration for 2022 we can release reserve funds and PPP dollars to ramp up to full-service (open on weekends) in September. We need to have "an end in sight" for Town funding because we cannot use the reserve fund indefinitely to

plug operating deficits.

The PPP loan has been forgiven.

Action Item:

Motion proposed to adjust budget, by an increase of \$8K, to adjust staffing hours for the remainder of the year. Staffing is required to monitor downstairs level.

Motion Approved unanimously.

Building and Grounds (Ian Shaw)

A report was received from Marchetti Consulting Engineers regarding the libraries HVAC chiller issues. Atlantic Westchester is recommending a BMS system by Carrie. However, we are still unsure whether our current AC is operating without issues.

Question proposed is do we do the upgrade now, or wait to see if the controls are working / not working during the summer. The concern is what is the real issue as to why the system is not working, if it is the controls, the flow switch, or something else.

The committee will proceed with a more comprehensive test of the system before investing in a new one.

Although it is expensive to purchase a new system, we spend a lot on maintenance.

Book Sales (Mary Herrstadt)

At a recent committee meeting, they discussed NOT HOLDING the October book sale due to COVID safety concerns. They are considering other ideas such as small book sales during the week.

Programming Committee (Mike Dwyer)

N/A

Development Committee (Rhea Johnson)

Development / Finance committees met with both current members and Over the last month, there has been communication between the KVL Board and the Town Supervisor about restoration of Library funding from the Town of Bedford.

The Town Supervisor suggested creating a Task Force. Details are being worked out. The goal is to align the mission / needs of the library with the mission / goals of the Town. Three members will be appointed to represent the KVL Board; proposed Mike Dwyer, Mary Kane, Vicki Marwell

In the meantime, we are continuing to work on the library's advocacy campaign. The next phase will include a landing page as a central location and the means to sign a letter to town representatives.

We also discussed developing a Diversity committee to bring forward programming that can appeal to broader population, including Bedford and Bedford Hills residents. The objective is to assess what we are already doing, what we can build on, and what gaps we could solve for.

**\*\*\*Board Meeting adjourned at 9:03 pm.**

**The next Board Meeting is Monday, May 24.  
Please see Director's report attached below.**

Respectfully submitted,  
Jennifer Versacci, Secretary



**KATONAH VILLAGE LIBRARY**

*We are Community . . .*

## *Director's Report March 21-April 23, 2021*

### **The Library is Open Again!**

The Library opened its doors again on Monday, April 19<sup>th</sup>. Patrons can now come into the library for 30-minute browsing sessions. Community members have been enthusiastic to be back inside the library. It has been rewarding to see families picking out material and leaving with forty picture books! While the majority of patrons have been grateful to be browsing, there have been some issues with frustrated patrons wanting a return to regular services (i.e. The ability to sit and read the newspaper in the library or use a computer.)

### **Tech Collaboration**

As the KVL is still not offering computers usage to patrons, it has afforded us the time to figure out our new technology needs. In the past, patrons printed through a platform called Envisionware, a print management program. As we are no longer going to be using Envisionware through WLS, we are exploring whether we can share a new platform called Libdata with Ossining Library. Libraries interested in leaving WLS-IT are looking into other ways we can share services and costs.

### **WLS Report**

Within the American Plan Rescue Act, there was a provision for pandemic related funding to IMLS. New York State should be receiving \$6.2 million dollars in aid, and the state library will provide guidance for spending and a timeline for requests and funding. The public hearing on the eRate emergency connectivity program will proceed through May 10, and then there will be more information on the program guidelines. Hopefully these funds will be available to support wifi hotspots, modems, and routers for out of library usage and increased off campus support. The Coronavirus Capital Projects Fund, which allocated \$100 million dollars to each state to enable work, and health monitoring in response to health emergencies, is on the same May10th public hearing timelines.

The New York State budget has not been finalized. Library aid stands at \$96 million in the NY Assembly and \$94 million in the NY Senate. The Library Construction budget has been restored to \$34 million in both.

**Meetings Attended**

Town of Bedford Board Work Session (KVL presentation to the town)

WLS IT Options Committee: with White Plains, Ossining, Bronxville, Mt Pleasant and Greenburgh Libraries

WLS March 30<sup>th</sup> Board Meeting

WLS Finance Committee

Book Discussion: *Caste* with Katonah Methodist Church and SPACE.

PLDA Meeting

2 KVL Development Committee Meetings

KVL Staff Meeting

Meeting with Attorney from Proskauer via Probono (re: employee handbook)