



Katonah Village Library

Board Meeting Minutes

January 25, 2021

Regular Meeting (held virtually via ZOOM program)

Call to order (Rhea Johnson) at 7:35 p.m.

Present: Mary Kane, Barb Chintz, Amy Drucker, Mike Dwyer, Rhea Johnson, Susan (Popovic) Hayes, Mary Hernstadt, Anthony Mamo, Ian Shaw, Joe Tropiano, Jennifer Versacci, Vienna Wong, Cassie Coccaro and Sue Hasset

Absent: N/A

Approval of Minutes

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

Director's Report (Mary Kane) See attachment

Annual Appeal Oct 7 – Jan 31

Ellen will be at February Board meeting and will provide campaign update.

Goal is to be categorized as Phase 1B for vaccination

Young girl presented check for \$715!

Action ITEM:

Motion to approve new Board Officers.

Motion Approved unanimously.

Action ITEM:

Mike Dwyer reviewed all new 2021 committees and serving Board members.

Motion Approved unanimously.

Action ITEM:

Chase will be authorized signing bank and Morgan Stanley will continue as our investment bank.

Mike made motion to update signatories, remove Virginia Lanigan and add Ian Shaw.

Motion Approved unanimously.

Action ITEM:

Policy Statements/packet for New Board Members

- a. Board packet: Conflict of Interest, Trustee Ethics Statement, Whistleblower policy & New York State Handbook for Library Trustees
- b. Conflict of Interest Policy for current Board Members.

Finance Report (Mike Dwyer, but Ian Shaw will be Treasurer in 2021)

- Mike reviewed 2020 / 2021 Budgets – actuals and variances.
- Great response to our Annual Appeal.
- Reviewed minimum threshold it takes to operate the library.
- 90-95% funded per Reserve Fund Target balance calculation.
- Still facing issues with enough funding to support all the needs.
- Fundraising should be done when needed to replenish reserves.
- 80% funded by Town is the goal - Reminder that in the years when we were adequately funded we just did a book sale / no fundraising events.
- Good time to ask b/c we can show tangible benefit for a non-profit.
- Mike will complete story for Town with Mary / Virginia.
- Discussion around leaving WLS and next steps

Building and Grounds (Tony Mamo)

Still researching new HVAC system so we don't lose operating days.

Development Committee (Rhea Johnson)

Idea: Ask public to help fundraise for us

*****Board Meeting adjourned at 8:41 pm.
Please see Director's report attached below**

Respectfully submitted,
Jennifer Versacci, Secretary



KATONAH VILLAGE LIBRARY

We are Community . . .

Director's Report December 2, 2020-January 21, 2021

Vaccinations and Library Workers

The Westchester Library System and its 38 member libraries have signed a letter to the Westchester Delegation of the NYS Assembly and Senate requesting that library workers be added as an eligible category for vaccination in Phase 1b. This particular category includes public, nonprofit and private workers providing direct service to their communities but library workers, who have remained actively engaged with their community members throughout the pandemic, are not currently included. Throughout the pandemic, libraries have strived to provide ongoing access to the programs, services, materials and computers/Internet access that many community members rely on to move forward with their daily lives. As the core service populations served by the libraries are vaccinated, their demand and need for the resources of the library are expected to increase.

A Child's Gift to KVL

A big thanks to Ella Van Bergen who presented a check to KVL for \$715. Ella drew a lovely sketch of downtown Katonah (including the library building). Her mother underwrote the cost of printing—resulting in adorable notecards that they sold—with all profits supporting Ella's two choices: The Library and The Community Center.

WLS

The second draft of the IT Service Level Agreement was given to directors. Directors were asked to comment and submit. After meeting and discussion the WLS Finance Committee is making the following recommendation for PLDA approval: *The ILS and all related costs be removed from the current model and be treated as an independent service provided by WLS IT and that all other WLS IT services be offered through a fee for service model, with actual fees provided to member libraries at the time of contract renewal, when possible.*