

KVL Board Meeting 2/27/23

Not present: Jennifer Versacci, Susan Hassett , Ian Shaw

Present: Larry Bartelemucci, Eileen Sullivan, Cassie Coccaro, Tony Mamo, Vienna Wong, Michael Dwyer, Amy Drucker, Ali Vigil, Mary Kane, Susan Hayes

- I. Call to order: 7:34 p.m. (On Zoom due to weather)
- II. **Approval of minutes**
 - A. Mike approved, Amy seconded, **unanimous approval**
- III. Discussion
 - A. Finance Report (Mike)
 1. We are developing our Q1 update for the Town-KVL meeting on March 27th.
 - a) We fund-raised \$220K last year. The Annual Appeal garnered \$142K, moving our budget benchmark “5-year trailing average” up to \$107K (continuing a 3-year upward move in that all-important metric. We budgeted \$100k for the Annual Appeal so the excess raised will help limit to only \$51K the amount (\$80K) we originally expected to draw from our Special Operating Reserve to make ends meet in 2022. Major gift and donor newsletter success totaled \$75K and these resources will help offset our \$94K in total capital spending in 2022; reducing the amount we’d have otherwise tapped our Reserve fund to cover.
 - b) The strong 2022 financial performance supports the decision we made last month to expand library hours (opening up on Sundays and one weeknight).
 - c) Our goal is for the Town to fund @ 82% of our core operating budget. This will keep us sustainable.
 - d) Town added new language to our funding contract. To eliminate any misunderstandings as to what the new wording means, Mike and Mary will ask the Town to help us understand the motivation for the change and what the Town believes they are accomplishing with the wording. We have until May 1st to sign on.
 - B. Director’s Report (Mary): See attached.
 - C. **Building & Grounds (Mary for Sue H)**
 - a) Emergency septic issues – believe it has been resolved (baffle replacement was needed).

- b) Generator – working on understanding what is required for ARPA grant to use toward a generator – have to go through prevailing wages and other aspects never dealt with before.

D. Action Items:

1. Committee needs to sign and get the forms back to Mary as we need unanimous consent
 - a) Conflict of Interest
 - b) Whistleblower
 - c) bylaws
2. **MOTION (Mike) TO APPROVE 2 updated policies and update to bylaws. Mike proposes to adopt those policies/bylaw update by the board. Ali seconds. Unanimous consent.**
3. Mary reminded trustees that they are now required to take two hours of trustee training per year.
4. **MOTION (Mary) ELIMINATING LIBRARY FINES For new board members – nationwide trend to eliminate library fines. Mike proposes to eliminate patron fines effective as soon as practical. Amy seconds. Unanimous consent.**
5. **Mary wants to form a Master Plan Steering Committee- Children’s Room and Book Sorting Room**
 - a) Children’s room needs revamp / design / paint.
 - (1) Major issue is space: Children’s room is out of shelving space. Staff needs to consistently weed in order to make space.
 - (2) Children’s Room needs to be updated: Tables/chairs painting and space issues. 3rd grade to 5th grade kids don’t have their own area so are with the babies and toddlers.
 - b) Will address the book sorting room in the basement. No hvac or ventilation for book sale volunteers. Asbestos needs to be addressed as well.
 - c) Cassie will meet with book sale ladies to talk to them / build relationship
 - d) **MOTION (Mike) proposes we create a MPSC to get active around renovations around children’s room and book sorting room. Larry seconds. Unanimous consent.**

MEETING ENDED AT 8:54 P.M.



KATONAH VILLAGE LIBRARY
We are Community...

Director's Jan. 27-February 24, 2023

Highlighted programs

Come join a *Jam Session at Katonah Library (2/26)*-An all acoustic, ongoing (once monthly) toe-tapping jam with musicians (and listeners) interested in American fiddle tunes, old time Appalachian repertoire & bluegrass. (Coordinated by our very own Michael Dwyer!); KVL had a beautiful *Lunar New Year Celebration (Year of the Rabbit)*--with so many kids in attendance--and **so much** fun/food and activity (acrobatics)!; The *Mystery and Thriller Author Panel* consisted of 4 authors reading from their recently published books and offering insight into the writing process; The *Community Green Read* of the book *The Nature Fix: Why Nature Makes Us Happier, Healthier, and More Creative* (in collaboration with Bedford 2030) included a compelling in-person discussion with author Florence Williams.

Note regarding programming: KVL's *Black History Month* programs were not well attended and I plan to address this with both the DEI and Programming Committees.

Library Personnel

Placed ads and began the interview process for 3 Sunday Library Clerks and a Library Cleaner. Ten interviews later...hired a cleaner but still working on finding Sunday staffing. (Historically, Sunday is a hard day to cover, even with the increased pay rate.)

Meetings Attended

E-content Committee (WLS)

PLDA Meeting (WLS)

Creative Library Concepts (design company/Children's Room)