



# Katonah Village Library Board Meeting Minutes 11/27/23

## Meeting – IN-PERSON

**Call to order** (Mike Dwyer) at 7:06 p.m.

**Present:** Michael Dwyer, Mary Kane, Jennifer Versacci, Eileen Sullivan, Amy Drucker, Ali Vigil, Larry Bartelmucci, Susan Hassett, Susan Popovic, Tony Mamo

**New 2024 trustees:** Tanya Fatimi, Stephanie Adler Yuan, Joe Lemire.

**Absent:** Ian Shaw, Vienna Wong, Cassie Coccaro

**Approval of Minutes:** October 2023 board meeting minutes approved unanimously.

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

## Action Items:

- a. Approval of Reconsideration of Materials addendum – Board approved unanimously.

*It is a goal of the Katonah Village Library (KVL) to maintain a comprehensive collection of materials that offers a wide diversity of views and expressions. Persons who are concerned about the appropriateness of library material may choose to make a formal Request for Reconsideration of the work in question.*

*Process:*

- 1. The patron must be a registered KVL, Bedford Hills Free Library or Bedford Free Library resident card holder. (Groups or organizations may not submit a Request for Reconsideration of Library Materials.)*
- 2. The patron is required to complete a Request for Reconsideration of Material form. The completed form should include the reasons in support of reconsideration.*
- 3. The Request for Reconsideration form should be submitted directly to the KVL Library Director. The Library Director will review and respond within 14 days.*

- b. Approval of KVL Board/Finance/Holidays for 2024 – Approved unanimously.
  - a. Addition of 12/24 as a holiday.

**Finance Committee (Dwyer, Hassett, Shaw)**

The Finance Committee met with the Town and asked for \$45K incremental funds in October, the last installment for us to achieve financial stability. However, the Town has only allocated for 2024 a total increase of \$51K for all three hamlet libraries and, worse still, the Town has apportioned equal \$17K amounts to each library – i.e. this is a stark reversal of the stabilizing proportional funding over the past two years. KVL is twice the combined size of the other two hamlet libraries combined and should receive proportionally more than the other libraries. KVL will write a letter to the Town and ask for an explanation as to why this is happening.

The committee began working with a new accountant and they filed the appropriate tax forms for the 2021 year and there will be zero financial penalties.

Morgan Stanley accounts will be consolidated and excess non-interest-bearing account balances at Chase will be moved to Morgan Stanley to earn interest.

#### **BUILDING AND GROUNDS (Hassett)**

We approved taking down the serenity garden fence at the October Board meeting. However, we need to revisit estimates as the initial estimate accepted was incorrect.

#### **Programming (Sullivan)**

Programming was strong this month and we had good attendance. The committee discussed looking for service providers to help make the programming portion of the website ADA compliant and the room / speakers modified for the hearing-challenged.

#### **DEI Committee (Drucker)**

The committee met to discuss next steps toward achieving the mission statement. Some topics included a glossary of terms and how DEI is expansive and includes many groups; i.e. people with disabilities. There is a session on DEI in the list of training sessions for Board members.

#### **Development Committee (Montano-Vigil)**

The annual appeal has raised over \$155,000.

#### **Book Sale Committee (Kane)**

The sale raised almost \$5,000. Mary will be working on a new donation policy for the sale next year.

#### **Master Planning Committee (Bartelmucci)**

The committee has a first draft of the master plan and it's under review.

**Board Meeting adjourned at 8:14pm.**

**\*\*Executive Session began at 8:17pm and ended at 8:55pm to discuss 2024 personnel salary and benefits – budget recommendation approved unanimously.**

Respectfully submitted,

Jennifer Versacci, Secretary



KATONAH VILLAGE LIBRARY

*We are Community . . .*

*October 21-November 24, 2023*

### **Director's Report**

#### **Highlighted programs and events**

-*The KVL Book Sale* took place from November 9-12<sup>th</sup> and was packed! Patrons were excited to have the sale back again, and book sale volunteers were equally excited to be working together and interacting with the public.

-The Library, Katonah Museum and community members coordinated a *Diwali Celebration* at KVL, which included crafts, food, music, dance lessons and mandala making.

-*Mark Rivera*--musician, singer, songwriter, performer, and Billy Joel's saxophonist for nearly five decades entertained a large crowd at KVL, with music and stories.

#### **Art Openings**

Two packed artist openings: *Amanda Godsoe's painting exhibit* and photographer *Nancy A. Scherl's photography show DINING ALONE, In the Company of Solitude* w/ Artist talk.

#### **Annual Appeal Matching Gift Challenge**

On November 1, the library launched its most ambitious matching gift challenge yet, with three anonymous donors offering a generous matching gift challenge: All donations received on or before November 17<sup>th</sup> would be matched, dollar for dollar, up to \$50,000. This event was heavily promoted through staff interaction with patrons, two "thermometers" on site, and a virtual one on the library's website. On November 13, **the challenge was met!**

## **Personnel**

Staff took part in a 3-hour training in CPR, defibrillator usage, handling/resolving a choking baby/adult and Stop the Bleed. The training was provided by volunteer Alex Williams of KBHVAC.

## **Building/ Building Issues**

- The Children's room furniture has arrived and looks dang cute! (Little patrons are loving!)
- Two new fire extinguishers have been added to the library. One near the patron entrance and one next to the three 3D printers.

## **Meetings Attended:**

- "Pep Rally" Pizza party to get staff excited and educated about Matching Gift Challenge for Annal Appeal
- ProBono attorney (two meetings/staff related)
- Meeting with *PKF O'Connor Davies (library's new accountants)*
- DEI Committee
- Programming Committee