

Lewisboro Library Board

August 12, 2020 Virtual Meeting Minutes

Board members present: Nancy Euchner, Rich Sklarin, Colleen McLafferty, Kevin Fitzmartin, Peter Rose, Melissa LeSauvage, Andrew Tedder, Elena Dunn, Priscilla Luckow, Jay Luzzi, Linda Press Wolfe

Board members absent: Jennifer Cayea

Others present: Cindy Rubino, Liz Gabriele, Kathy Iglesias, Marianne Pei, Jessica Leibman, Donna Perolli, Jane Crimmins

Meeting called to order at 7:37 pm

Approval of July 8, 2020 minutes – Motion by Rich. Seconded by Kevin. Approved unanimously.

Treasurer's Report

Kevin reported that income charts looked healthy at this point compared to last year, driven by the PPP and bullet grant. Expenses are down from last year. Insurance renewal and Westlynx due in September. Investment account currently showing a positive return. Kevin recommended staying the course and will be in touch with UBS for a report in September. Fundraising and contributions are down and Kevin warns of lean months ahead.

Director's Report

Cindy informed us that Governor Cuomo had extended virtual board meetings to September. July stats show a continued increase in curbside pick-up, in person browsing, and digital borrowing. Due to the loss of brown tent in hurricane, curbside pick-up has been happening in the library foyer. Generous donation from Westchester Library System will help to purchase a replacement tent.

Chris Rego has replaced light bulbs and other odd jobs around the building. Walkway has been repaired by Eddie and slate replaced.

Anu is returning to college but will still clerk on weekends and do social media. Library needs to hire a part time circulation clerk.

Cindy discussed additional insurance cyber coverage that will cover ransom hacking of website. The cost would be \$475 for \$50,000 coverage and the board felt it was a good idea to purchase extra coverage.

Reopening phases continue as is. Cindy will be meeting with the programming team next week to discuss Fall programs and further services and opening of building. A greeter table at the door has rules and hand sanitizer for patrons.

Cindy proposed to keep the library closed on Sundays as well as Tuesday evenings through 2020. This can be revisited next month. Fall/Winter pandemic hours will begin after the 3-day Labor Day weekend. Cindy shared the displeasure of the PLDA (Public Library Director's Association) with the WLS IT department on the implementation of the ILS (integrated library system), and general performance of the department. There is an 85 page audit report of IT department that Cindy will summarize and share.

President's Report

Nancy welcomed new part-time reference librarian Donna Perolli. Nancy explained that the Open Meeting law dictates that executive sessions of meetings can only be used to discuss personnel matters and real estate transactions. The public is welcome to attend board meetings as the library is funded 75% by the town. During this emotionally charged political season, the Library remains apolitical.

Committee Reports

Fundraising – The Historic Hamlet Hunt will take place on Sunday September 13. Many thanks to Priscilla who worked tirelessly to develop this community event. The flyer with information will be mailed along with raffle tickets to about 5000 households. An eblast will also reach 2500 people. Nancy plans to ask Houlihan if they would like to sponsor event. Volunteers will be needed to man the various stops in hamlets.

Nancy proposed spending no more than \$2500 toward printing of canvas tote bags to sell. Linda made motion and Kevin seconded. Unanimously approved.

Gifts and donations are behind for the year.

Tie-in with Greenway is set up with information on website.

Jay will continue to look into sculpture garden idea.

Bake sale possibly in November.

Facebook page set up to sell "attic treasures" online with funds going to Library.

Next Library Board meeting scheduled for September 9, 2020 at 730pm.

Motion to adjourn meeting at 9:38 pm made by Linda. Seconded by Rich.

Minutes taken by Elena Dunn