

Lewisboro Library Board

September 9, 2020 Virtual Meeting Minutes

Board members present: Nancy Euchner, Rich Sklarin, Kevin Fitzmartin, Peter Rose, Melissa LeSavage, Andrew Tedder, Elena Dunn, Priscilla Luckow, Linda Press Wolfe, Jennifer Cayea

Board members absent: Jay Luzzi, Colleen McLafferty

Others present: Cindy Rubino, Liz Gabriele, Kathy Iglesias, Jessica Leibman, Dolores Antonetz, Diane and Clyde Brownstone, Jane Crimmins

Meeting called to order at 7:33 pm

Approval of August, 2020 minutes – Motion by Linda. Seconded by Rich. Approved unanimously.

Treasurer's Report

Kevin reported that overall funding as of now is equal to last year due to PPP loan. Total expenses are down compared to last year, though this does not include Westlynx bill. Town funding expected to be made whole by the 4th quarter. Investment account is up from last month and reflects market value so not actual money in the bank. Gifts and contributions are considerably down at this time.

Cindy shared a very preliminary draft budget for 2021 which shows a very tight budget. Town fund request stays the same as 2020. Peter Parsons is trying to hold budget flat for 2021. Salary increases due to minimum wage required increase. Cuts made to expenses approximating \$14,000. Cuts made to program and publicity budgets. Projecting a loss of ~\$79,000. Finance committee plans to meet one more time and Cindy plans to contact Peter Parsons about presenting to Town Board. Jane Crimmins will recommend to Town Board for Library budget presentation in 2 weeks.

President's Report

Nancy expressed thanks to Priscilla Luckow for her well organized and detail oriented Historic Hamlet Hunt event that will take place on Sunday, September 13. Nancy also thanked Linda for obtaining a \$200 sponsorship from Shell in Cross River.

Director's Report

Cindy shared that virtual meetings can continue through October 4, 2020. Curbside delivery reflected a downturn due to power outage and library being closed for 2 days. Digital content down slightly though up significantly from last year to date.

Catherine McGowan hired as part-time circulation clerk.

WLS having an audit of IT. Much discussion by library directors. Some libraries are creating own networks. Finances could be affected.

Re-opening of library continues with the use of Children's room by families or pods by appointment only. Study appointment also available for high school and college students. Curbside pick-up still very popular. Browsing is limited and there is steady stream of computer usage. Items in drop box need to be quarantined for 4 days.

Fall programming includes some limited in person programs such as the popular Dungeons and Dragons group. We are also offering some Zoom programs which will be shared with North Salem and Bedford Village libraries to offset the cost.

New schedule will have the Library closed on Sundays and Saturday hours from 10-4pm.

Committee Reports

Fundraising – Priscilla updated everyone on the upcoming event-Many thanks to all who helped created the booklet. Event currently has 67 cars registered which equals 183 people. Weather will decide on the success of the day. Bob Curiano was hired to play guitar from 330-430pm. Priscilla asked for coins to be donated to help fill the treasure chest which will be raffled. Please get any coin donations to library by Friday. Maureen Koehl will be on hand and can take photos. Set up of tables and tents will begin at 11 am. Please come help set up if possible. Volunteers should get to their sites around town by noon.

Tote bags have arrived and will be for sale for \$20 each.

Raffle Sales took in \$4296 and the cash out is \$1750.

Greenway tie in has only a few people registered at this point.

Field Goods produce delivery will begin again and has first delivery on September 10, 2020.

Next Library Board meeting scheduled for October 14, 2020 at 730pm.

Motion to adjourn meeting at 8:38 pm made by Rich. Seconded by Priscilla.

Minutes taken by Elena Dunn