

## Lewisboro Library Board

### December 9, 2020 Virtual Meeting Minutes

Board members present: Nancy Euchner, Rich Sklarin, Kevin Fitzmartin, Melissa LeSavage, Andrew Tedder, Elena Dunn, Priscilla Luckow, Jennifer Cayea, Peter Rose, Jay Luzzi, Colleen McLafferty

Board members absent: Linda Press Wolfe

Others present: Cindy Rubino

Executive Session called to order at 7:03pm

Rich gave overview highlighting the favorable financial position of the library for the year 2020 and stated 2021 will be more difficult.

Decision was made to give staff and employees a bonus in 2020 in lieu of a raise in salary. Bonuses would total \$6500. Two employees have unused vacation time. Motion made by Colleen to approve bonus structure as explained, approve pay for unused vacation days from 2020 on a one-time situation for the two employees, and carry over one unused vacation day for one employee to 2021. Seconded by Nancy. Unanimously approved.

Discussion regarding pension funding for departing employee and continuing employee. Conclusion reached that corrections for pension accruals will be made by end of year. Accountant and lawyer will guide the Trustees on final pension accounting update to be made in 2021. New Pension Plan will be selected in 2021 since current plan is not accepting new employees from New York State.

Public Meeting called to order at 7:52 pm

Others present: Liz Gabriele, Marie Nania, Veronica McIlraith, Jessica Leibman

Approval of November, 2020 minutes – Motion by Rich. Seconded by Peter. Approved unanimously.

#### **Treasurer's Report**

Kevin shared these financial highlights and explained the library will have positive earnings by end of year due to generous donations and the PPP loan. Investment account at UBS is doing well.

Motion made to approve the 2021 budget as it stands and to revisit by mid-year made by Kevin. Seconded by Nancy. Unanimously approved.

#### **President's Report**

Nancy recognized and thanked Rich for his service with the BOT since 2015. The board wishes him well in his new role as Town Board councilmember. Nancy also recognized Dolores for her 16 years of service as the teen librarian where she created and developed many popular programs and teen groups.

Martha Handler has been confirmed as the key note speaker for the Annual Meeting in January. Martha is a local resident and author currently serving as board president of the Wolf Conservation Center.

## **Director's Report**

Miriam Saphra will expand her schedule in 2021. Marie Nania jumped right in to virtual story time and is creating new programming. Jane Rothschild was hired as new Teen Librarian and will start on January 4.

Reopening phase has reverted to curbside pick-up only.

Capital One portal for PPP forgiveness is open and Cindy completed and submitted online application.

Virtual programs continue and the new YouTube channel will showcase the programs. Please like and subscribe. [https://www.youtube.com/results?search\\_query=lewisboro+library](https://www.youtube.com/results?search_query=lewisboro+library)

Minor repairs made by Chris Rego. Wooden sign needs to be repaired.

## **Committee Reports**

Fundraising – Appeal letter was not delivered to many residents. Decision made to re-mail letters to South Salem area and for Liz to resend email blast.

Pop-Up Bake Sale will be offering chocolate peppermint bark cake and chocolate hazelnut tarts.

Greenway tie in – Cindy to work with Nancy to register participants correctly.

Elena shared details on virtual wine tasting event with John Vuolo of South Salem Winery. It will take place on Saturday February 13. Price set at \$125 and includes 3 bottles of wine, chocolates, cheese sticks, bottle stoppers, long stem roses all in a library canvas tote bag.

Nominating – Jenn presented Vernoica McIlraith who has a lifelong love of libraries and is excited to get to work on the Board of trustees. Motion made by Jenn to appoint Veronica to the board effective January 2021. Seconded by Melissa. Unanimously approved.

Building and Grounds – Joel is aware of the sign that is in need of repair.

Next Library Board meeting scheduled for January 13, 2020 at 730pm.

Motion to adjourn meeting at 8:25pm made by Priscilla. Seconded by Jenn.

Minutes taken by Elena Dunn