

Lewisboro Library Board

April 14, 2021 Virtual Meeting Minutes

Board members present: Kevin Fitzmartin, Andrew Tedder, Elena Dunn, Priscilla Luckow, Jennifer Cayea, Peter Rose, Colleen McLafferty, Jay Luzzi, Melissa LeSauvage, Veronica Mcilraith

Others present: Cindy Rubino, Kathy Iglesias, Liz Gabriele, Jessica Leibman, Barbara Mangione, Bill Bongiorno

Call to order at 7:32pm

Approval of March 2021 minutes – Motion by Melissa. Seconded by Kevin. Approved unanimously.

Treasurer's Report

Kevin reported the receipt of the Payroll Protection Program funds in the amount of \$88,149. Excluding those funds, the library would have a net underfunding of \$1081. Assuming the Library Fair takes place in September, the library could end the year in a favorable financial position. The library has operated at a deficit for the last 7 out of 10 years.

President's Report

Jay Luzzi will be acting President of the board of trustees.

Director's Report

Cindy reported that the library will be re-opening by appointment beginning April 26. Quarantining of books and media will discontinue as of April 19. Cleaning of the library will continue on a normal schedule.

PPP funds were deposited in March and Cindy expects that the library will receive forgiveness for the full amount of funds.

WLS IT Services has installed a new network switch. All libraries in the system will be getting new public computers with Windows 10.

Two JJHS students have expressed interest in interning at the library for the month of May as part of the high school's Senior Internship Experience program.

Motion to approve WLS Plan of Service updated 2022-2026 Free Direct Access Plan was made by Andy. Seconded by Melissa. Unanimously approved.

Motion to approve the 2020 draft of NYS Annual Report to be submitted to WLS for review made by Jenn. Seconded by Melissa. Unanimously approved.

Upcoming program information is sent out in email blast on Thursdays. Adult programs via Zoom continue to be very popular. A story walk was installed in daffodil gardens. Summer programming is being developed by Children's and Teen librarians.

Committee Reports

Fundraising – Library Giving Day was April 7, 2021 and brought in ~\$3000. The most recent Pop-Up Bakery raised \$293.

Upcoming fundraiser is a Mother's Day Farmer's Market Raffle. Tickets are \$25 and can be bought at Gossett's market on Saturdays/ Wednesdays or on the website. The prize includes a \$200 gift certificate to Gossett's along with items and gift certificates to 9 different vendors at the Farmer's Market.

Nominating – Jenn will present a candidate this month and will be looking for another candidate to replace Linda Press Wolfe who resigned this week.

Building and Grounds – Spring clean-up of the gardens happened last Saturday.

Personnel and Finance – Library pension committee was created and is working with the attorney and agent to restructure the plan and work towards a resolution shortly. Motion to approve funds for attaining attorney Monique Warren of the Jackson Lewis law firm at the hourly rate of \$532.50 for up to an additional 10 hours made by Melissa. Seconded by Kevin. Unanimously approved.

Next Library Board meeting via Zoom scheduled for May 12, 2021 at 7:30pm.

Motion to adjourn meeting at 8:20pm made by Jenn. Seconded by Andrew.

Minutes taken by Elena Dunn