

Lewisboro Library Board

June 9, 2021 Meeting Minutes **Draft**

These minutes have not yet been approved by the Lewisboro Library Board of Trustees which will happen at the July 21, 2021 board meeting.

Board members present: Kevin Fitzmartin, Andrew Tedder, Elena Dunn, Jennifer Cayea, Peter Rose, Colleen McLafferty, Jay Luzzi, George Lasota, Maggie Nolin

Board members absent: Veronica Mcilraith, Priscilla Luckow, Melissa LeSavage

Others present: Cindy Rubino, Jane Crimmins, Julie McCaffrey

Call to order at 7:33pm

Approval of May 2021 minutes – Motion by Colleen. Seconded by Peter. Approved unanimously.

Nominating Committee

Jen introduced Maggie Nolin as a candidate for the Board of Trustees citing her experience in fundraising and work in the nonprofit sector. Maggie is looking forward to being part of a “working board” such as the Lewisboro Library Board of Trustees. Motion made by Jen to appoint Maggie to the board. Seconded by Peter. Unanimously approved.

Treasurer Report

Kevin reported May 2021 net funding amounted to \$(2635) compared to \$95,732 in 2020. Large variation principally reflects timing of PPP funds that were received in May 2020. Legal expenses of \$1546 was billed reflecting April service. The year-to-date net funding is \$12,319 higher than last year. The variation reflects higher gifts and donations, town funding, lower payroll and benefits expenses, publicity and solicitation expenses offset by a lower state grant and legal expenses. Cash position and investment accounts relatively unchanged from April 2021.

President’s Report

Jay welcomed new board members Maggie Nolin and George Lasota and remarked to the pleasure of having in-person productive meetings again. Jay cited that the board’s main focus now will be the upcoming Library Fair on September 18, 2021 and introduced the Fair Coordinator, Julie Mc Caffrey.

Director’s Report

Cindy reported that the library doors have been open since April 26 for six days a week. The library will not be open on Sundays or Tuesday evenings and this schedule will remain through the summer months due to personnel issues and budget. Curbside pick-up of materials is still available, though demand for

that service has declined. Cindy plans to survey the community to gauge what library hours would be most preferred.

Cindy thanked the interns who were hired for the month of May as part of the JJHS Senior Internship Experience with Amazon gift cards.

WLS IT services are still being discussed among library directors. There will most likely be a large increase in fees for 2022. Wireless equipment update, new wiring and access point will be needed.

Email blasts go out on Thursdays to advertise upcoming programs for kids, teens and adults. Summer reading program will begin and will be a hybrid of in-person and remote activities. Liz is writing a direct mail appeal letter to be sent out in June. The library will have copies of the town's steering committee's comprehensive plan survey.

Fundraising Committee

Andy touched base with vintner John Vuolo of the South Salem Winery about hosting another virtual wine tasting in the future. Appeal letter to be mailed to residents later this month. The main focus for fundraising will be the Library Fair in September.

Library Fair

Julie McCaffrey has contacted past fair chairs to ask specifically about their need for volunteers and has created an online as well as hard copy volunteer sign-up sheets. Julie has already had a great response from friends. New additions to the fair will include activities such as "touch a truck", face painting, and garden competitions. The fair will be spread out more this year to be in compliance with Covid regulations. Volunteers are greatly needed for the Donation Days in August.

Buildings and Ground

Jay thanked the committee for the past Sunday's work with mulching and weeding the gardens.

Pension Committee

Colleen updated the board on the hiring of Newport Group going forward and expects everything to be completed by September. Restatement documents of 403b plan were sent to all board members. The vote on resolution to adopt as stated is tabled until next meeting.

Next board meeting will be July 21st at 730 pm.

Meeting adjourned at 906pm.