

Lewisboro Library Board

September 8, 2021 Meeting Minutes

Board members present: Andrew Tedder, Elena Dunn, Jay Luzzi, George Lasota, Kevin Fitzmartin, Melissa LeSavage, Colleen McLafferty, Maggie Liegy, Peter Rose, Priscilla Luckow

Board members absent: Jennifer Cayea, Veronica Mcilraith

Others present: Cindy Rubino -Library Director, Bernard Marone – member of public

Call to order at 7:35pm

Public comment – Mr. Marone commented that he was in town and was interested in attending a library board meeting. He is also a member of a library board in his town.

Approval of August 2021 minutes – Motion by Colleen. Seconded by Priscilla. Approved unanimously.

Treasurer's Report

Kevin highlighted the year-to-date net funding is \$104,190 higher than last year. 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. Variation also reflects delayed Town funding that started in July 2020. If the funding was not delayed the variation would be a positive \$37,522 instead of \$104,190.

August 2021 net funding amounted to \$4722 compared to \$39292 in August 2020. Net underfunding level in 2020 reflects delayed Town funding. Overall, the library is in a good position if the Library Fair does well.

President's Report

Jay reminded members to concentrate on making the Library Fair a success. Please wear badges and remember to take pictures of various aspects of the fair. Jay thanked Melissa for setting up schedule for Build and Grounds committee. Holding off on purchasing lawn chairs till spring. Priscilla and Melissa will be adding small identifying markers for plants in gardens.

Director's Report

Cindy has t-shirts and lanyards for volunteers to wear at fair. Beer mugs have arrived and temporary liquor license has been received. Hudson Milk is a new corporate sponsor. Advertisements for fair will be in Record Review and Katonah Lewisboro Times.

Cindy is waiting until after the fair to change the checking accounts at Chase Bank. The savings account has been closed. Venmo account for fair will be created.

Library hours have moved back to open at 10am weekdays and at 10:30 am on Saturdays. Circulation usage for the month of August was almost identical to July. Virtual meetings are still allowed under NYS open meetings law.

Correction of holiday schedule. The library will be closed on 12/24, 12/25, and 12/27. The library will also be closed on 12/31 and 1/1/22. Motion to approve this schedule made by Andrew. Seconded by Melissa. Unanimously approved.

WLS IT services agreement needs to be approved and signed by end of the month. New agreement has nothing out of the ordinary in it and gives libraries more choices. Motion made by Colleen to approve WLS IT service level agreement as written. Seconded by George. Unanimously approved. Cindy, and Kathy will meet with Sam Dodge to discuss agreement and new devices.

Fundraising Committee

Make the library fair a success. Help sell raffle tickets during fair. Help with post-fair.

Personnel Committee

Cindy is working with Steve Maugher from Pinnacle to do corrective filing. BrightHouse has been very slow with responding and providing needed Schedules.

Next board meeting will be October 13th at 730 pm.

Motion to adjourn made by Peter. Seconded by Kevin. Unanimous vote.

Meeting adjourned at 835pm.

Minutes taken by Elena Dunn