

Lewisboro Library Board
November 13, 2019 Meeting Minutes

Board members present: Nancy Euchner, Kevin Fitzmartin, Linda Press Wolfe, Marc Seedorf, Jen Cayea, Elena Dunn, Colleen McLafferty, Kathleen Fay

Board members absent: Jay Luzzi, Theresa Eaker, Richard Sklarin, Peter Rose

Others present: Cindy Rubino – Lewisboro Library director

Called to order 7:37 pm

Approval of Minutes from October, 2019 meeting. Motion by Colleen. Seconded by Jen. Unanimously passed.

1. Treasurer's Report

Cindy did such a wonderful job presenting the Library's finances and budget to the Town Board, that they approved the request of 4% increase instead of the 2.5% originally proposed. Discussion among board members about how to continue to request more funding from town as well as being more aggressive in our fundraising commitment.

Cindy discussed budget number "place holders" for health insurance and Westlynx.

Jane Crimmins is Town Board liaison for Library. Efforts made by Elena and Jen to meet with Jane to discuss budgetary issues the library may be facing.

Cindy discussed eliminating automatic renewal process which results in some lost revenue. Motion made by Linda Wolf to eliminate auto renewal. Seconded by Kevin and Kathleen. Not unanimous vote with dissent by Jen. Elimination of auto renewal will go in to affect no later than February 1, 2020.

Further cost savings discussion topics included possible closing the library one day, cutting hourly employees, slashing purchases of books and media, increasing employee contribution to health insurance.

Cindy discussed the topic of covering the mandatory increase in wages by using money from development fund. Discussion was tabled until the December Board meeting.

2. President's Report

Library Fair 2019 raised \$46,000 – the second highest earning in past 10 years.

Thank You Brunch for Fair Volunteers was very successful and appreciated greatly by the 54 people who attended. The cost was approximately \$1200 and the Horse and Hound did a wonderful job.

Library staff is interested in having a "painting party" sometime in January 2020 at library. Board approved to cover costs of the foods/beverages.

Peter Rose (author of [History on Our Plate](#)) has an upcoming program on December 8, 2019.

Annual meeting is January 26, 2020 at 430pm. Long discussion about possible speakers. Liz Gabriele will follow up on trustee suggestions. The top choice would be Valerie Jensen, founder of The Prospector Theater.

3. Director's Report

The holiday annual appeal will be mailed November 18th.

Cindy presented the 2020 list of library holidays. She suggested that since July 4th is a Saturday that the library be closed on the federal holiday of Friday, July 3rd. The board agreed.

The new website will be finished by the end of the year.

The upcoming program of "It's a Wonderful Life" radio play will be held at 7pm instead of 4:30pm in order to avoid a conflict with a local church carol sing program. The fee for the program is \$250 and we plan to ask for donations from the audience. We will offer cookies and cider and maybe coffee. We could use some help setting up the chairs.

4. Committee Reports

Personnel Committee – Voted on salary increases reflected in draft budget

Fundraising Committee – Upcoming event – Pluck and Rail concert Friday, January 31, 2020

Discussion about possible February Chocolate Festival. Other fundraising ideas include naming opportunities and virtual fund raising.

5. Old Business

6. New Business

Elena thanked the board for their lovely gift of flowering plant in memory of her father.

Next meeting will be Wednesday, December 11, 2019 at 730pm.

Motion to adjourn by Colleen. Seconded by Kathleen. Unanimous vote.

Meeting adjourned 9:30.