

**Lewisboro Library Board Minutes**  
**October 10, 2019**

**Meeting Called to order at 7.30 pm**

**Trustees Present:** Nancy Euchner, Elena Dunn, Jen Cayea, Kathleen Fay, Colleen McLafferty, Kevin Fitzmartin, Theresa Eaker

**Trustees Absent:** Marc Seedorf, Rich Sklarin, Linda Press Wolfe, Peter Rose, Jay Luzzi  
**Others Present:** Cindy Rubino, Director.

Cindy announced - This December 8th at 2 pm - Peter Rose will give a presentation on her new book and talk about food and art.

**September 2019 Minutes approved unanimously**

**Treasurer's Report:** Kevin

Insurance line was higher in September because that is the annual renewal.

August salaries peaked because of difference in calendar, longer month.

Operating account still at a loss 36,675.00, even though fair was successful. The finance committee going to discuss this and look at long term goals.

Development fund: First month of 50% or \$250,000 investment in ETF fund.

We will ask Stephen Hall of UBS to come in February to report on our investments. Theresa suggested it is better he presents to only the committee - then committee would report to board. This was agreed upon unanimously.

**Director's Report:**

**Financial Report:**

990 tax return: Contacted our accountant Joseph Gallo to see when he wants to get started but he hasn't gotten back yet. Need to set Finance Committee meeting date.

**Annual Appeal:**

May annual went out and we began receiving donations. So far we have received \$21,112 from 167 donors. Overall since the beginning of the year, we are almost exactly at the same amount as last year. We are \$16 behind at the end of September, compared to last year.

**Personnel:**

Sexual Harassment Training completed in time for 10/9 NYS deadline.

**Technology:**

PLDA meeting on September 19th - WLS had put out an RFP for an IT audit but only received one proposal, and that not even for the full scope of the work. They are considering breaking the RFP down into sections. There are continuing problems with the reliability of the Evergreen

system combined with VDI environment. Some directors and library boards are losing patience. Cindy will have more information after the next Director's meetings.

Website should be finished by the end of the year.

Fundraising:

Comedy Club made a \$2,313 profit.

Fair: Katonah-Lewisboro Times had a nice center page spread of photos. Their letter to the editor allowed us to list all of our sponsors. The Record Review only allowed 10 sponsors to be listed.

Margarita: Worked 52.5 hours this year as opposed to 107.5 in 2018. No bonus this year. She does not want to do it again next year. We will need someone new for next year.

Programs:

10/17 League of Women Voters Lewisboro Candidate's Night - could use some help with set up.

12/14/19 - Saturday at 4.30 pm. "It's a Wonderful Life" radio play on stage - 9 actors plus sound effects. Community theatre group fee is \$250.00. We will offer it as just a program but possibly ask for donations. Cindy just planning on having cookies and maybe coffee. Anyone help with set up?

We still need a speaker for the 1/26 annual meeting.

Annual appeal letter for holidays needs to be started - Liz and Nancy to write - need a new angle and needs to be to printer by 2nd week of November.

**President's Report and Planning for the Fall:** Thank you to the comedy night workers - everyone seemed to contribute goods this time - lots of wine left over.

Fair - we surpassed totals everyday - Harold still being conservative on expenses  
Beer Garden was a good success.

Margarita not to continue - let's keep looking starting now

We also are going to be missing a number of chairs for committees...start looking now.  
complaint about music lyrics at fair in the afternoon - keep more PG

Lions Food Truck Donation of Cooking and Selling time. - Use of Lions at the fair to be rethought??

Colleen is suggesting to Lions to do something bigger than food in future - more helpful to library.

Suggestion - Maybe have fair on 9/26 next year due to holiday conflicts.

Discussion of how to host Thank You for volunteers - XMAS / Holiday party and Thank You Party? - Nancy suggests let's separate - have on 10/26-10/27/19 - just volunteers -closer to the fair date.

Horse and Hound - Brunch - Buffet - in the main restaurant -? Cindy will check out prices with H&H and we will run idea by rest of board.

Sunday - 1/26/20 - 4pm - annual meeting date - ideas for speaker? Willy Geist - speaker? - his wife? - Dr. Josh Fink -...medical topics?

**Programming:**

League of Women Voters next Thursday here - at 7 - could use some help  
Newest holiday event 12/14 - 'It's a Wonderful Life' radio play - Saturday at 4.30  
Dick Hoffman - engineer - 'No Repairs in Space at 80,000 ft'  
Annual Ghost Walk on Friday 10/18  
Tuesday night play readings - 4 nights  
Brown Bag movies continue to be successful  
Webs/Networking event

Thank You to the editor to the sponsors in newspaper was good!

**Committee Reports:**

**Finance:** See Above.

**Library Fair Committee:** See above.

**Building's and Grounds:** No report.

**Nominating Committee:** No report.

**Policy Committee:** No report.

**Personnel Committee:** Will meet soon.

**FUNDRAISING COMMITTEE:** - has scheduled Pluck n Rail group to play in January. Other possible ideas are being discussed at our 'Big Discussion' meeting. A possible Chocolate festival for the month of April and a possible Spring house tour.

**OLD BUSINESS:** No report.

**NEW BUSINESS:** No report.

Colleen made motion to adjourn at 9.00...Kevin seconded.

Next meeting 11/13/19 - Wednesday.