

Lewisboro Library Board  
August 10, 2022 Meeting Minutes

Board members present: Jay Luzzi, Andrew Tedder, Elena Dunn, Stephen Unterhalter, Lisa Capobianco, Kevin Fitzmartin, Priscilla Luckow, Colleen McLafferty, Jennifer Cayea

Board members absent: Veronica Mcilraith, George Lasota, Maggie Liegey

Others present: Cindy Rubino -Library Director, Alex Gregor – community member

Call to order at 7:40pm

Approval of July 2022 minutes: Motion by Jen. Seconded by Kevin. Approved unanimously.

**Treasurer's Report**

Net Funding for the year-to-date is a loss of \$318 compared to a favorable net Funding of \$55,731 in 2021. The \$56,049 negative variation from last year is principally driven by the absence of PPP Funding that had occurred in 2021. Increased Town Funding, Library fees, Contributions, Fund Raising and lower employee expenses are favorably impacting net funding partially offset by increased Salary, books and Media, Custodial and Utility expenses. Legal fees are also lower compares to last year. Mid-year Westlynx expenses are lower than 2021 due to timing of 2022 expenses which will be incurred in August. If Westlynx billing were in July, the loss year-to-date would be approximately \$22,000.

**Director's Report**

Cindy explained that two components of the heat pump HVAC unit have failed and shared the two repair estimates she has received. The total cost to repair totals \$6,245. A motion made to approve the cost of repair up to \$7000 was made by Andrew and seconded by Lisa. Unanimously approved. Cindy plans to apply for a NYS library construction grant which may pay between 20% to 50% of the cost of repair.

Cindy and the Finance Committee met and drafted the 2023 budget. Almost every expense has increased. Cindy will present this 2023 budget to the Town Board in October. The Finance Committee will meet again to finalize how much to budget in Gifts and Contributions line.

An Audit Committee to be formed by September to interview firms and get bids.

Discussion of liability insurance renewal quotes. The cost of existing coverage has increased due to two recent claims. Kevin and Cindy will meet to call companies and get details on coverage.

Wi-Fi hotspots are ready for loaning to patrons. Summer reading program parties are coming up. Community Crafters made beautiful gift bags.

Upcoming Fall programming for adults and teens include sustainable foods, defensive driving, navigating Medicare, digital art, and coding.

### **President's Report**

Everyone is excited for upcoming Library Fair on September 17 at Onatru. We are still looking for volunteers to help with Donation Days on August 13, 20 and 27, as well as Chair for Book Sales. The next Fair meeting is August 22 at 7pm. Mercedes Benz has agreed to sponsor the car show. John Lemke and the Veterans Advisory committee will be doing a flag raising ceremony again at the start of the fair. The Kids Zone is full of fun activities including a Velcro wall, fairy gardens, balloon twisters, face painters and much more! Other attractions at the fair include food trucks, dunk tank, live music, silent auction, raffle, vendors, vegetable competition, silent auction and beer tent. New this year is the sale of VIP tickets which will include special parking space and early access to Attic Treasures.

### **Fundraising Committee**

Upcoming events include Trivia Night at the Horse and Hound – date TBD. Pluck and Rail concert scheduled for Saturday, March 11, 2023.

### **Buildings and Grounds Committee**

Jay has set up a rotating schedule for members to work in gardens with weeding and tidying up.

### **Personnel Committee**

Pension committee continues to finalize the issue. Motion made by Kevin to approve legal fees for Monique Warren of Jackson Lewis in the amount of \$2164.50. Seconded by Jen. Unanimously approved.

Next Library Board meeting is September 14, 2022.

Meeting adjourned 9:13pm.

Minutes taken by Elena Dunn