

Lewisboro Library Board
July 20, 2022 Meeting Minutes

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

Board members absent: Veronica Mcilraith, George Lasota, Jennifer Cayea

Others present: Cindy Rubino -Library Director, Mary Shah - Town Board Liaison

Call to order at 7:36pm

Approval of July 2022 minutes: Motion by Priscilla. Seconded by Andrew. Approved unanimously.

Mary Shah reported that she has been mentioning the need for volunteers at Town Board meetings. Vaneese Thomas is unable to perform for a fundraising event due to family matters. The Library is considered a Town cooling center for hot summer months.

Treasurer's Report

Net funding of \$14,097 better than the budgeted loss of \$(46,697). Favorable variation of \$60,794 is driven by better than budgeted Gifts and Contributions, Fundraising and lower payroll related expenses. Partially offset by increased Books & Media, Custodial, Utility and Grant Expenses.

Pension Expense does not reflect prior period charges for the employee pension fund anticipated to be incurred by September 2022.

Motion made by Kevin to adopt revised draft of Library Investment Policy as written. Seconded by Stephen. Unanimously approved.

President's Report

We are gearing up for upcoming library fair. We may have found someone to chair the Books Sales – waiting for confirmation. The Code of Conduct has been finalized and will be distributed to Chairs and volunteers. Motion made by Maggie to approve Code of Conduct as written. Seconded by Stephen. Unanimously approved.

Director's Report

Powell exterminators were used to rid ants. Vista Tree service worked on old sugar maple. Wi-Fi hot spots are ready to be leant out to patrons. Covid test kits are available for patrons.

Digital Printing contract needs to be renewed. Motion made by Priscilla to approve the recent contract in the annual amount of \$649.32. Seconded by Kevin. Unanimously approved. 2022 Budget Finance Committee to meet on August 2.

The Library was represented at Juneteenth and Pride in the Park celebrations in June.

Cindy is in contact with patron who fell at Library regarding insurance reimbursement.

Summer reading programs are in full swing. Adult programs include mahjong, painting and Community Crafters.

Fundraising Committee

Thank you to all trustees who helped make Comedy event a huge success which raised \$3,327. Congrats to Meg Slavin who won the grill raffle. Thank you to Peter Rose who organized the grill raffle which raised \$1,796. Kellogg's and Lawrence said they would be interested in participating again in future raffles. Upcoming fundraisers are Trivia Night and Historic Hamlet Hunt.

May appeal letter has raised \$19,503 as of July 20, 2022.

Library Fair 2022

Looking for Silent Auction items. Discussion on having auction appraisers. Permit fees have been waived by Town Board. Elmwood will be one-way road. Looking for volunteers – we need to find new folks to roll up their sleeves and lend a hand with Donation Days and on Fair Day. Please search your rolodexes!

Buildings and Grounds Committee

Jay has been cleaning up and will look at what needs to be done. Reconvene in September.

Next meeting August 10, 2022 at 7:30pm.

Meeting adjourned at 8:55pm.

Minutes taken by Elena Dunn