

**Lewisboro Library Board
October 12, 2022 Meeting Minutes**

Board members present: Kevin Fitzmartin, Jay Luzzi, Lisa Capobianco, Priscilla Luckow, Andrew Tedder, George LaSota, Maggie Liegey, Jennifer Cayea, Stephen Unterhalter, *Colleen McLafferty (on zoom)*

Board members absent: Veronica Mcilraith, Elena Dunn

Others present: Cindy Rubino – Library Director, Mary Shah – Town Board liaison

Called to order at 7:40pm

Approval of September 2022 minutes

Motion by Priscilla. Seconded by Jen. Approved unanimously.

Public Comment

Mary Shah said she was grateful for everyone who participated in the Town Board outreach in conveying how important the library is. Grateful for the Board's creativity and for being so direct. Probably at least 20 letters were received and there was great attendance at the recent Town Board meeting.

Treasurer's Report

Net funding of \$17k, thanks to \$42k from the library fair. December and year-end donations will be critical. Pension items are not noted but will appear in October's report.

Moved the \$23,604.13 out of the Operating into Vanguard for the two employee pensions, that will show on the October statement

Director's Report

An exterminator will start coming monthly.

HVAC for the staff zone - applied for a grant through NYS Library Construction grants. A lot of hurdles but so far we were granted 50% (\$3,122).

Hiring D'Amico Electric to look at the fluorescent bulbs to see what needs to be replaced.

Staffing has been very challenging, lots of people have been sick. Under NYS law, part-timers are given 1 hour of paid sick leave for every 30 hours that they work

WLS IT Service Level Agreement needs to be renewed, Cindy sent it around for review. We've decided to migrate our email accounts to save money. Total of \$41,166.26 agreement. Motion to Approve: George, Seconded: Lisa, Approved Unanimously.

Annual Meeting - not too early to think of speakers

President's Report

There was discussion regarding solar lights for the paths, rehabilitating the bricks and bluestone, signage to promote events, a Christmas tree for the front lawn, and satellite book depots. Reminder about the Steve Shapiro event on December 2nd.

Fundraising Committee

Tuesday, November 1 - Trivia Night

Friday, December 2 - Steve Shapiro concert

March - Pluck & Rail Concert

Year-end appeal letter will go mid- to late November

Library Fair Committee

Discussion was had regarding specific aspects of the fair - what worked and what could be improved upon for next year. A suggestion was made to hold a Fair debriefing meeting.

Volunteer Party - 2pm on Sunday, November 13th is the Volunteer Party. Maggie will circulate a sign-up list for Trustees to bring.

Buildings and Grounds Committee

Some trustees came to mulch the library beds recently.

Nominating Committee

Jen is always looking for people who may be interested in joining the board.

Next Library Board meeting is November 9, 2022.

Meeting adjourned 9:32pm.