

Lewisboro Library Board Meeting Minutes

July 10, 2024

Trustees Present - Maggie Liegey, Lisa Capobianco, Elena Dunn, Stephen Unterhalter, Caty Koehl, Daniela Infield, Will Winston, Nancy Hoffman, Ronnie Thompson, Stacy Duffy, Al Pezone, Alex Gregor (Zoom)

Trustees Absent - Tracy Nichols

Others - Cindy Rubino, Nina Andrews, Mary Shah

Meeting called to order at 7:04pm

Public Comment - Mary thanking everyone for their service to the library and looking forward to donation days for the Fair.

Approval of Minutes - Motion by Maggie. Second by Lisa. Unanimously approved.

Library Fair Coordinator's Report -

Nina shared the QR code on flyer for volunteers to sign up. Cards will also be made with QR codes. Sign up page on website is up. Trustees expected to sign up to help with donation days and to be a visible presence at Fair. Silent auction tent will be run by trustees. Solicitation language being developed.

President's Report -

Maggie reminded all to complete their trustee trainings.

Treasurer's Report -

Stephen reported a typical month. Loss of \$7400. No fundraising, more salary payments, and more spending on books was offset by higher town distribution, higher gifts/contributions, receipt of a grant, and lower building maintenance. Motion to accept report made by Nancy. Seconded by Caty. Unanimously approved.

Finance Committee -

Did not meet last month.

Director's Report -

Cindy shared that another Fair meeting will be scheduled before the first donation day (Aug 10, 17, 24)

Director's report was emailed to board earlier. It included updates regarding preparations for Fair including signs, mailings and sponsorships. Audit review is near completion. Decisions on tech grant spending still being made. Walkway has been repaired and garden weeded.

Discussion regarding monthly fee for gardening and replacing bushes that have died. Marie has Mia (18 year old with Down Syndrome) as a volunteer with storytime programs.

Building and Grounds Committee -

Next meeting date tbd. Stacy returns and Caty joins committee.

Fundraising Committee -

Lisa reported that the spring appeal has raised \$12k from 83 donors. Lisa to reach out to past big dollar donors who have not donated this year.

Upcoming concerts- Elena in discussion with Jay Prince. October 11 date will not work due to Yom Kippur holiday. Friday November 22 will be Matt Rocchio's jazz trio and Heather Lackey performing American Songbook standards. Looking for fall dates for Trivia - depends on Alex's schedule. Discussion regarding flower arranging/wreath making program for a small number of people with a higher priced ticket. Other names mentioned to keep in mind. Nancy mentioned a possible Touch a Truck event. Mary mentioned John Winter from Highway Department wanting to do Open House. Elena shared that The Recorder newspaper is coming back and would be another way to have our events advertised.

Policy Committee-

Nancy shared the committee is working on Room Reservation policy to be presented at next board meeting.

Program Committee -

Stacy met with Cindy and is scheduling a committee meeting. On the agenda will be preliminary budget, annual meeting speaker, and finalizing community survey structure and questions regarding types of programs and operating hours. Other topics to discuss include creating a 2025 year long program calendar and evaluation tool to be used for immediate feedback.

Nominating Committee -

Maggie presented the results from the board survey which did have 100% participation. In many aspects, our board does reflect the community. Discussion on how best to fill gaps that we may have: trustees being very visible at the Fair and community events; reaching out to SEPTO and veteran's organizations; pop-up library in Goldens Bridge. Trustee diversity training to address any blind spots before filling gaps.

Will suggested more "snackable content" on social media to let people know who we are as a board.

Next board meeting is Wednesday, August 14 at 7pm

Meeting adjourned at 8:27pm

Minutes take by Elena Dunn