

# Lewisboro Library Board Meeting Minutes

## January 8, 2025

Trustees Present -Maggie Liegey, Lisa Capobianco, Elena Dunn, Caty Koehl, Alex Gregor, Stacy Duffy, Nancy Hoffman, Peter McAndrew (via zoom)

Trustees Absent - Stephen Unterhalter, Daniela Infield, Tracy Nichols, Will Winston

Others - Cindy Rubino

Meeting called to order at 7:04 pm

Approval of December minutes - Motion by Nancy with amendment proposed by Alex. Second by Alex. Unanimously approved.

### **President's Report**

Maggie reminded the board about the upcoming Trustee Workshop happening on January 28 and asked those attending to be prepared to discuss the three prompts circulated. Maggie will be joining all the committee meetings to develop 2025 goals. Maggie plans to meet with each committee chair quarterly. Discussion regarding how best to use information gathered from trustee board evaluation- either use February meeting to discuss or meet with committee chairs to create plan of action.

### **Treasurer's Report**

Stephen emailed all members of the board his monthly report previous to meeting. Motion made by Nancy to accept Treasurer's report. Seconded by Lisa. Unanimously approved.

### **Director's Report**

Cindy shared that she has been interviewing people for clerk and librarian positions in order to have staffing for the new operating hours. Cindy also shared that Jane Rothschild has accepted a full-time position at Briarcliff Library. Discussion regarding how best to advertise for open positions.

Cindy reported that the blower fan for the heat pump stopped working which has made staff room and children's room very cold. Repairmen scheduled to return. Stacy suggested that husband might be able to look at it and make suggestions.

The Library will be closed on Tuesday, January 14th for clean out day. Amazon has refunded the fee for Prime as it now gives free Prime accounts to NY libraries.

### **Building and Grounds Committee**

Nancy reported that the committee will look at community survey results and compile suggestions for improvements to the Children's room and will make recommendations on where to spend money. The menorah is not lit anymore and still needs to be removed. Agreed upon plans for next year's menorah location will be communicated to the Town at this juncture.

### **Fundraising Committee**

Lisa reported that the Library did very well with fundraising for 2024 thanks to holiday appeals and events. Bloomerang software conversion will be happening soon. Upcoming events include Friday's Jay Prince concert which is sold out with a ticket price of \$45. Taste of the Town raffle is live. Elena encouraged board members to help spread the word, hang up flyers, and sell

tickets. Winning ticket will be pulled at Annual meeting on February 2, 2025. Trivia dates will be discussed soon. Possible new location at Taconah Cantina in Goldens Bridge.

#### **Library Fair Committee**

Nina confirmed that the date is Saturday, September 20th is penciled in with Parks and Rec.

#### **Nominating Committee**

Nothing to report.

#### **Personnel Committee**

Next meeting is Monday, January 13 at 6pm. Nancy will join.

#### **Policy Meeting**

Nothing to report.

#### **Program Committee**

Stacy shared that the Annual Meeting speaker has been confirmed thanks to Caty- J. Henry Fair.

Saturday Family program with live reptile demonstrations has been fully booked.

#### **New Business**

Discussion on how to share when committees have meetings scheduled to facilitate scheduling.

Next Meeting is Sunday, February 2, 2025

Meeting adjourned at 9:10pm

Minutes taken by Elena Dunn