

Lewisboro Library Board Meeting Minutes
January 28, 2026 - DRAFT

Trustees present: Maggie Liegey, Lisa Capobianco, Stephen Unterhalter, Elena Dunn, Stacy Duffy, Alex Grigor, Nancy Hoffman, Caty Koehl, Peter McAndrew, Rebecca McMahon, Kempton Mooney, Shilpa Sunny, Will Winston

Trustees not present: Grace Dent, Daniela Infield

Others present: Julia Hadlock, Cindy Rubino

Meeting called to order- 7:06 pm

Approval of December 2025 minutes - Motion made by Kempton to include amendment mentioned by Peter. Seconded by Lisa. Unanimously approved.

Committee Reports

Nominating - Discussion around results and interpretation of the annual Board evaluation.

Personnel - Staff handbook remains underway. Cindy will update staff on progress.

Policy - IT infrastructure information was received from Cindy and needs review before work can begin on the policy.

Audit - no report

Programs - no report

Building and Grounds - Cindy shared an issue with garbage in the public bathroom. Various remedies were discussed. Concerns about a large pothole in the driveway and reminding the town. The door on the post office side is malfunctioning in cold weather and the walkway is icy. Cindy will call the roofer to look at the ice dam. Cindy is working with Peter on calling contractors to remedy sink and hot water issues.

Finance - The committee met recently with the Town Supervisor. The LL will provide quarterly updates to the Town Board with Town Liaison reporting at TB meetings. Discussion regarding community outreach as well as the LL serving as an emergency building.

Fundraising - Cindy shared she is close to hiring a new development person. Taste of the Town raffle raised over \$5,000. The Trivia team is locking down dates for 2026. Nightclub season is booked. Trustees asked to sign up to help at events as further community connection. Clarification on how donations from Spring and Fall appeals are recorded. Annual Meeting featuring Sam Hollander is Sunday, February 1 at 3pm and trustee assignments were reviewed. Discussion around the format of the annual meeting.

LRSP - Committee is getting first draft from consultant to review. The committee will then share it with the board before the February meeting. The consultant will join the February board meeting to answer questions. Board likely to vote to approve at March board meeting.

President's Report

Discussion around moving monthly meeting dates to 3rd Wednesday in November and December, as well as other months to not coincide with ZBA meetings. Lewisboro Seniors lunch on February 11 will be provided by LLboard of trustees to thank them for participating in our listening session.

Director's Report

Henri Wolf to film a LL update. Discussion on LL YouTube channel as well as the Town of Lewisboro YouTube channel and LCTV.

Treasurer's Report

Motion made to approve circulated Treasurer's report by Kempton. Seconded by Peter. Unanimously approved.

New Business

8:46pm Motion made by Maggie to go into executive session for executive committee to discuss the employment history of a particular person.

Executive Session

Motion made by Kempton to adopt the following resolution: BE IT RESOLVED, that the Executive Committee is authorized by the Board to engage in discussions and make decisions regarding the employment status, terms, and conditions of library personnel for fiscal year 2026, and to take such actions as may be necessary to effect such decisions, consistent with applicable law, the Library's bylaws, and the Library's long term strategic plan; motion seconded by Stephen and passed 12-1 with Peter voting nay.

Meeting adjourned at 10:21pm.

Minutes taken by Elena Dunn