

Croton Free Library
Board Meeting Minutes
February 11, 2019

PRESENT

Trustees: Leslie Ellis (19), Marianne Merola (22), Sharyse Eisinger (20), Mary McFerran (21), Lynn Kauderer (23), Barry Feinberg (23), Susan Ranis (19)

Croton Library Association: Karen Zevin, President

Library Director: Jesse Bourdon

Public: Community Resident David Speyer

ABSENT

Trustees: Sid Franks (22), Adora Lam (20)

Call to order: Leslie called meeting to order at 7:32pm.

January 2019 minutes approved.

Updates

- See Jesse's attached report for library material circulation statistics.
- E-Book checkouts and Teen attendance continue to rise.
- Lower visitor count appears accurate and may be due to library closures on two heavily trafficked days.
- The open source Interlibrary Loan System (ILS) called "Evergreen" will be implemented next month. Training from WLS will begin in two weeks. The program improves on the current system and will benefit staff and patrons. Publicity will roll out via newsletter and website publicity page. Database freeze on February 18th will mean no new items will be added during the migration. Tech department is ghosting the catalogue to pre-bar code new material for processing during the freeze, so circulation stays even. On March 11th, the entire database will be offline. The return date is set for March 14th; however, the library is preparing for a full week offline.
- A major leak was found in the staff bathroom, repaired the following day.
- Due to the cold weather followed by considerable rain, constant drips have been found to be due to drainage problems in areas on the roof, due to incorrect installation. As a result of these building issues, Jesse has begun taking bids for maintenance work. The last major roof renovation was 11 years ago. He has also been given quotes for updating the security system. A Building and Grounds meeting will be arranged to explore building needs.
- The Annual Report and Budget is due next month.
- Received semi-annual donation of \$15,000 from the Association and the library's tax portion from the school district.

Committee Reports

Finance Committee

The final draft of the Audit was reviewed by Sid. There was a move to accept the Audit and it passed unanimously. Another move to accept the Profit and Loss budget for January was made and passed. The finance committee will work through the policies in the NYS trustee manual.

Croton Reads

The first screening event was successful thanks to Barry, Lynn and Marianne (who is doing a fantastic job as committee head). The first next event on February 3rd was a 2-hour PBS documentary of Lorraine Hansberry's life. The following events will be 1961 and 2008 film adaptations of "Raisin in the Sun", taking place February 17th and February 24th respectively. Imani Perry's author visit is scheduled for March 10th and Joi Gresham's presentation for March 17th. All events are Sundays at 2pm. The library is half way through ticket distribution. Publicity for events continues.

Ad Hoc Committee

This committee has been put together to address training for new and continuing board members. A multipronged approach will be used to formalize bylaws, policies and long-range plans. Leslie moved to form this committee to explore trustee-related issues. The action passed unanimously. Leslie will examine the NYS trustee manual to look at precedent for the Association finding new board members.

Association Report

The Annual Drive is going well this year. The next \$15,000 donation check will come in July, however, if the library is in need for a capital improvement, an ad hoc payment will be considered. Changing the date of the annual Association meeting from April 16th is being considered due to it falling within the school district's Spring Break. Karen reminded the board to pay association dues in advance. Kate Fabian will be the Association's candidate for the new President of the Association. The library requested the 2017 meeting minutes and draft of 2018 in addition to 2019's draft before May's Board meeting. The Book & Bake sale is set for May 18th and 19th.

Old Business

After discussion regarding quorums, term limits, staggering terms and revising bylaws, a move to change the charter amendment to no fewer than seven and no more than 11 board members was made. All were in favor. Action was needed due to a long-ago undocumented change in number of trustees that is complicating annual report filing.

Jesse is awaiting grant money before beginning the door renovation project.

New Business

Karen reported that all libraries are involved in the 2020 census. Jesse is on the WLS committee and will determine how the CFL library can help.

Blue Sky meeting was discussed. June's board meeting might require more than one half hour because it is the first with new board members and also at the end of the fiscal year. Alternate locations were suggested.

Public Comment

There were no comments.

8:50pm- Meeting adjourned.

Next Board meeting: March 11, 2019 at 7:30pm

Respectfully submitted by Sharyse Eisinger