

Croton Free Library
Board Meeting Minutes
September 9, 2019

PRESENT

Trustees: Leslie Ellis (24), Marianne Merola (22), Sharyse Eisinger (20), Adora Lam (20), Lynn Kauderer (23), Susan Ranis (24), Barry Feinberg (23)

Croton Library Association: Kate Fabian, President

Library Director: Jesse Bourdon

Treasurer: Sid Franks

ABSENT

Trustees: Mary McFerran (21), Jane Beller (22)

CALL TO ORDER Leslie called meeting to order at 7:34 pm.

June 2019 minutes approved.

DIRECTOR'S REPORT:

- Patron Services

Patron Services Statistics for June, July and August were presented. Physical checkouts were down slightly, but the use of OverDrive for downloading ebooks was up 33%. Teen attendance showed a 350% increase. While Adult attendance was reported as 0 in July, this number was due to the difference in counting library-sponsored events vs events sponsored by outside groups. This summer's opera performances drew large numbers of adults which were not included in this count.

- New Library Cards

The new library cards with a design by Jerry Pinkney are in. Thao's continuing work to promote the new cards has been very successful. Due to the new design, there is also a demand for replacement cards, for which there will be a nominal charge of \$2.

- Cancellation of CrotonCon

Due to the resignation of our Head of Teen Services, the director has decided to cancel CrotonCon to allow time for more planning. Hopefully it will be rescheduled.

- New Employee Handbook

Work is continuing on the Employee Handbook, which is now in the lawyer's hands, to be certain that it complies with changes in the NY State laws regarding mandatory sick-leave,

- Joint Board Meeting

Reminder to everyone that November 18 has been selected as the date for our annual joint meeting with the Board of Trustees of the Henrick Hudson Free Library to be held at the Henrick Hudson Free Library. The monthly meeting of our board will be held at the same location starting at 7:00.

- HVAC Status in Ottinger Room

Repair has been completed on the HVAC in the Ottinger room which was not working properly most probably due to problems with the electric circuit breaker over the summer.

- Audit

Work on the audit was started on August 24 and is continuing.

- Resignation of Catherine Riedel

Catherine Riedel, our Head of Teen Services, has accepted another position. The Library is grateful for her service and wishes her well. The position has been advertised and several promising resumes have been received. Interviews will begin next week.

COMMITTEE REPORTS:

- Finance Committee:

Sid reports that the Library is operating well under budget, primarily because the acquisition of books, AV and periodicals is below budget and program spending typically declines in the summer months. It was noted that the Library Association has not yet deposited its scheduled contribution. Kate assured us that this will be taken care of. The August check registry was approved.

- Long Range Planning

The committee is working to merge the ideas generated from the Blue Sky meeting into a Long Range Plan to be presented next month.

- Croton Reads

The committee had a very successful meeting over the summer and many good ideas were generated. Work is continuing. A copy of the Poughkeepsie Library's monthly newsletter was shared with some interesting ideas for us to consider.

- Art Committee

A well-attended opening reception was held for the current exhibition: “Arc of the Moral Universe”. On September 22, there will be a special event held with readings and conversations relating to this notebook project.

LIBRARY ASSOCIATION REPORT:

- Association participation in Library Committees

The association has completed the selection of one person to participate in each of the Library Board’s committees.

- Battle of the Books

Work is continuing on preparations for the fall Battle of the Books competition.

- Annual Fund Drive

Material for the annual fund drive will be sent to the printer by the end of September.

- Book and Bake Sale

The date for the fall sale has been set for November 16-17, a week earlier than usual.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

There was no new business.

OTHER BUSINESS:

- Weeding Project

Jessie explained the procedures for weeding out old and unused books in order to provide shelf space for new acquisitions. Thao was complimented on the work she continues to supervise with regard to this project.

- Publicity for outside groups holding events in the Library

There was some discussion of the difference between library-sponsored events and events arranged by outside groups who are allowed to use our facilities. There is a question as to the amount of publicity that the library can provide for outside groups. More discussion may be necessary in the future.

PUBLIC COMMENT

There were no comments.

Meeting adjourned at 8:15 for Executive Session

EXECUTIVE SESSION

An executive session was held to discuss the Library Board's evaluation of the Library Director.

Meeting Adjourned at 8:47

Next Board meeting: October 21 at 7:30pm

Respectfully submitted by Lynn Kauderer