

Croton Free Library
Board Meeting Minutes
December 9, 2019

PRESENT

Trustees: Leslie Ellis (24), Sharyse Eisinger (20), Adora Lam (20), Lynn Kauderer (23), Susan Ranis (24), Barry Feinberg (23) Mary McFerran (21), Jane Beller (22), Marianne Merola (22),

Croton Library Association: Kate Fabian, President

Treasurer: Sid Franks

Library Director: Jesse Bourdon

CALL TO ORDER The meeting was called to order at 7:30 pm.

November 2019 minutes approved.

DIRECTOR'S REPORT:

- Monthly Statistics

Patron Services statistics for November 2019 were presented. They show an increase in circulation, but a decrease in total visitors. There was no immediate explanation for the decrease, but it is a trend that will be monitored closely.

- Lothrop Associates

The Director has been contacted by Lothrop Associates to evaluate the library's long-term design needs. Lothrop specializes in library design and provided a catalog of work done for libraries throughout Westchester. They would consult on the development of an overall plan and then complete the work in phases. Their interest will be taken under consideration.

- Ecogy

Ecogy has presented its final proposal for solar panels that would include roof installation only. Since their plan requires the renting out of the library roof space to an outside party, it is not an idea that the board feels is acceptable at this time.

- Computer Upgrades

The Director reports that the last of the Windows 7 machines have been upgraded to Windows 10. In addition, the library website has acquired an SSL certificate so that now has a new "secure" status.

COMMITTEE REPORTS:

- Finance Committee:

The Treasurer reports that as of today, the Library is under budget overall. A few negative items were explained as temporary because of funds paid out by the library that will be reimbursed by expected donations. There continues to be a need to add a new line item to improve the tracking of expenditures against receipt of earmarked gifts and grants. The Treasurer is in discussion with our accountant on this and hopes to upgrade the chart soon.

The monthly Check Registry for November was voted on and approved.

- Long-Range Planning Committee

The committee distributed their legally-required annual update of the Library's Long-Range Planning Report. Three revisions were suggested and accepted. The Board voted to approve the report as revised.

- Buildings and Grounds Committee

The committee continues to search for the best way to provide solar energy for the Library and will invite Sunrise Solar Solutions to discuss their proposal at the next meeting on Tuesday, January 7, at 7 pm. All are welcome to attend.

- Croton Reads Committee

The committee has selected a title for next year's Croton Reads program and is in the process of arranging the event. The author's presentation will be on March 15. The exact format for this presentation is still under discussion.

LIBRARY ASSOCIATION REPORT:

Last month's Book and Bake Sale was highly successful. Some of this was accounted for by the fact that there were three times the number of professional dealers attending. This did create problems, however, and there was discussion of methods to separate the dealers from the general public in the future.

The annual fund drive is ahead of last year both in the number of donors and the average donation. In addition, the Association is considering adding merchandizing as a means of fundraising and suggested that it would be helpful if the Library had a unique logo.

NEW BUSINESS:

The Library is in the beginning stages of considering the possibility of hiring an outside consulting firm to assist in creating a strategic plan for the Library.

OTHER BUSINESS:

The Library Holiday party will be held this year at the Croton Grille on Wednesday, December 18 at 6:30. Please RSVP to Lauren Dorian (ldorien@wlsmail.org) by Friday December 13.

The next meeting of the Board will be on January 13. Jesse will be sending out an updated meeting schedule for 2020.

PUBLIC COMMENT

There were no comments.

The meeting was adjourned at 8:50

Respectfully submitted by Lynn Kauderer