

Croton Free Library
Board Meeting Minutes
February 11, 2020

PRESENT

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

Croton Free Library Association: Kate Fabian, President

Library Director: Jesse Bourdon

Absent: Mary McFerran (21), Sid Franks, Treasurer

CALL TO ORDER The meeting was called to order at 7:35 pm.

December 2019 minutes approved.

DIRECTOR'S REPORT:

- Monthly Statistics

Patron Services statistics for January 2020 were presented. Especially gratifying was an 18% increase in physical checkouts. This statistic, compiled by the Westchester Library System, compares favorably with many other libraries in the area. Also the number of new library cards issued was almost twice our average monthly rate of 25.

- New Library design update

The Director has now met with two firms specializing in library design: Lothrop Associates and Aaron Cohen Associates. The relative merits of each were discussed. The Buildings and Grounds committee will meet to establish the criteria for making a decision.

- 2020 Census

The director is one of several local representatives on the U.S. Census Complete Count Committee for Croton on Hudson. The goal is to have most residents counted through online digital entry. For those who do not have access to a computer, there will be at least one kiosk set up in the Library for this purpose. The Library will also contribute to the effort to publicize and encourage participation.

- Tax levy proceeds received

We have received and deposited the second half of the tax levy in the amount of \$460,000 from the school district.

- Property Tax Cap filing

The property tax cap filing with New York State has been completed and we are seeking the maximum allowed increase of 2% or \$20,699, bringing the Library's total budget for 2020-2021 to \$890,373 (from \$869,674). These funds will be used primarily to meet the higher cost of salaries required by upcoming mandatory increases in the minimum wage.

COMMITTEE REPORTS:

- Finance Committee:

The library continues to be operating close to all budgeting goals and the Director is currently working on developing next year's budget.

New budget lines have been created in order to better track expenditures against the receipt of non-repeating gifts and grants.

We have received and deposited a check from the funds of NY State Senator Peter Harckham in the amount of \$13,889. We are very grateful to the Senator for his help in procuring this grant for us.

We are also in receipt of a gift to be used to support non-technical programs for young adults. Our teen librarian is currently considering how best to use these funds.

A one-time reimbursement of \$280 was made to the Library's Assistant Director, Thao Nguyen, for travel related to attendance at the Public Library Association's annual meeting.

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

- Art Committee

The next exhibit in the Ottinger Room will be "No Justice, No Peace!", a collection of photographs by Ocean Morisset. An opening reception will be held on Saturday, March 14 from 2:00-4:00 pm. The exhibit will be hung on March 1 and taken down on April 26. Please speak to Mary to offer your assistance. All are encouraged to visit.

- Buildings and Grounds

The Building and Grounds Committee is continuing its work to select a firm to deliver a new design plan for the Library. An important step in this process includes firming up a list of our needs and priorities for the future. Different options were discussed. Also discussed was the need to create a mission statement and to plan for a public campaign to gain support for whatever changes our final decision might include.

- Croton Reads Committee

Croton Reads has announced its selection for this year's program: The Gilded Years, by Karin Tanabe. Also appearing with Ms. Tanabe will be her brother Ken Tanabe. They will be appearing on Sunday, March 15, at 1:00 pm. Tickets will be available at the reference desk starting Monday, February 24.

Publicity has already begun and colored inserts will be purchased for inclusion in the Gazette. You are encouraged to tell all your friends and neighbors.

LIBRARY ASSOCIATION REPORT:

The Annual Appeal Drive has been completed, and has raised about the same amount as last year.

The dates of the next Book & Bake Sale have been changed to May 2 and May 3.

A new fundraiser has been scheduled for May 16. It will be an "Etsy Sale" where local artists who list on Etsy can sell their work and the Library Association will collect 15% of sales made at the event.

The Association food drive is up and running, and donations received at the Green Growler and at the Library are being delivered to the Croton Food Pantry every week.

Sara Cohen has agreed to be the next Library Association Treasurer, and will be confirmed at the Annual Meeting to be held on April 21 at 7 pm.

NEW BUSINESS:

Sharyse Eisinger's term on the Library Board will be completed as of the Annual Meeting in April. Adora Lam, who is substituting for the early resignation of another Board member, will be continuing and will be nominated for re-election at the Annual Meeting. Suggestions for new candidates to fill Sharyse's slot are welcome. Discussion was held on ways to publicize the opening and to identify the qualities we are seeking.

The library has hired a new part-time Library Assistant for the circulation desk: Matthew Mendelsohn.

PUBLIC COMMENT

There were no public comments.

The meeting was adjourned at 9:23 pm

Respectfully submitted by Lynn Kauderer