

Minutes of the Irvington Public Library Board of Trustees Meeting

July 12, 2021

Via Zoom Meeting: Present: Laura Lilienfield, President; Heather Thomas, Anne Goldfield Rehm, Sara Kelsey, Dominique Picon, Pierrette Pillone, Trustees.

Action items are noted in ***bold italics***.

The minutes of the previous meeting of June 14 were approved with one revision regarding Founder's Day.

The Treasurer's Report was accepted. The new fiscal year begins this month. 88% of last year's budget was expended. 6% of the new budget was expended this month; only \$632 was spent on Building Repairs and Maintenance; currently there are no encumbrances. Expenses from last year that are submitted in June and July will be applied to last year's budget. Discussion regarding FOIL fundraising. \$20K was received from friends on June 3rd (down from \$25-35K). T101 expenses may need to be reduced due to fewer fundraising events over the past year. Laura also notes that Brenda transferred \$3,717 in unused funds in the TRR special purpose account to T92. These funds were left over from re-doing the TRR, and the auditors wanted the money to be re-allocated. As a side note, there is also a significant quantity of leftover leather available for future repairs of the chairs in the Tiffany Reading Room, if needed.

President's Report:

- Most building maintenance issues are status quo for this month.
- Rosemarie is working with Carolyn and the book vendors to provide proof of payment for the replacement books so that the Library can receive the second insurance claim check (about \$28,000).
- Cost allocations for January - May 2021 were provided by BBLP in June. An invoice was approved (\$9,175.69) and will be sent to Brenda for payment.
- The construction proposals from PTG to renovate the existing public bathrooms into single capacity units will be divided into two phases. The Men's Room (\$64,399.40) will be done first, which will allow us to have 2 units. The Women's Room (\$56,472.95) will be done at a later date. Rosemarie will work with the Village grant writer to apply for NYS construction grants. Larry Schopfer indicated that \$100,000 will be requested on the July 19th bond proposal.
- Moribito is receiving bulbs in several shipments and will install the bulbs on an ongoing basis as they are delivered.
- Rosemarie is still waiting to hear from Carrier about chiller water flow valve replacement. She is also still awaiting the bill for the faulty sensor replaced in June.
- Angel installed a handle on the Ladies Room door so that it can be locked until it can be converted to a single use facility.
- The severe rainstorm on July 8th caused leaks in the fiction area. There was also flooding in the alcove in the tenant area on the second floor. This led to leaks along the skylight. This is similar to what happened two summers ago. Then, Russ Watsky was

President's Report: (continued)

hired to lift up pavers and install a waterproofing membrane. Servpro came to set up dryers and noted that parts of the ceiling and drywall will need to be removed. Books were covered, but the status or extent of mold issues is not known yet. Rosemarie notified Brenda, who has contacted the insurance company. The adjuster (possibly Chip Dahle) may come out this week. After Rosemarie returns, **Laura would like to meet with John Warren to discuss roof remediation.**

- The Library has re-opened, though generally still quiet. Laura notes the Children's Room is active sometimes. Computer use and in-person programming may help boost attendance when they can resume.

Director's report:

- Rosemarie sent the Director's report and statistics via email on July 10th, as she is on vacation.
- Rosemarie told Laura that she hasn't yet heard from Tom Abinanti's office about the grant application.

Art Exhibitions Update:

- Exhibits are booked through November.
- Anne is working on booking an artist for December.
- Ronnie Levine (scheduled to exhibit in March 2022) asked Anne for permission to sell prints of her Rivertown paintings. Dominique notes it is OK as long as the items for sale are a small percentage of what she shows, maybe less than 25%. According to the Exhibitor agreement, the Library receives 10% commission on sales. **Anne will send examples to Dominique.**
- Anne says virtual exhibits have been going well, and Christina has done a great job organizing. Going forward, Anne would like to offer the option to artists to have a virtual exhibit simultaneously with their in-person exhibit.
- Anne has been appointed to the South Buckhout Street Development Board as the Library representative.
- A poster from the Junteenth event is on display in the lobby of the Library.
- **Anne will check with Karen to see who is in charge of announcements** on the sign in front of town hall to see if they can post about the Library re-opening.
- The re-opening of the TRR has been delayed because commercial cleaners cannot be used. With Covid protocols focusing less on surface treatment, it may be possible to re-open the TRR in the near future. **Laura suggests contacting Larry** at village hall to look into this.

Other issues:

- The Board approves the Library's 2020-2021 NYS report. **Laura will review additional questions with Rosemarie** after she returns from vacation. No material changes to the report are anticipated.
- The Board approved the WLS terms of service, which allows member libraries to give preference to residents and organizations of their taxing district in the reservation and use of meeting rooms.

- The Library's black-and-white copier is in need of repair, but parts are not available. The copier company recommends updating with a model that also has color and scanning capabilities. They will supply ink and toner and charge \$50/month, which may be offset by offering color printing and scanning services to the public. The Board approves this expense from the Office Supply Budget.
- WLS is no longer offering email addresses for Library Board members. Rosemarie will be able to set up email accounts through the Village. **Laura will clarify whether Board members can still use personal email addresses** if they prefer to do so.
- There will be no meeting in August. The next Board meeting will take place on Monday, September 13, at 7:00 p.m. The Open Meeting waiver allowing remote meetings has ended, so September's meeting will be held in person at the Library. **Laura will check with Larry** to see whether Board members are allowed to attend remotely if they are not available to attend in person.