

Warner Library Board of Trustees APPROVED MINUTES - December 17, 2009

Present: Library Trustees, Christina Clarke, Liza Glover, Michele Gonzalez, David Huber, Patricia Pinckney, Joan Raiselis and Carin Rubenstein; Library Director, Maureen Petry; Library Liaisons, Mary McGee

Chairperson's Comments: Ms. Rubenstein called the meeting to order at 7:45 pm. A motion was made by Ms. Glover and seconded by Ms. Gonzalez to accept the minutes of the November 19, 2009 Board meeting.

Christina Clarke's term on the Board expires March 31, 2010 and she will not remain for another term. Ms. Rubenstein asks the Board to think about a possible candidate from Sleepy Hollow to fill the position starting April.

The suggested changes to the Trustee By-Laws were tabled until the Board has a chance to review the complete document. Ms. Petry will forward a copy of the By-Laws to the Board so they will be able to discuss it fully.

Building and Grounds: Ms. Raiselis met with Jim Lothrop, Lothrop Associates to discuss how the Library could proceed with some of the suggestions in the plans he prepared. Mr. Lothrop sent a draft letter of agreement to go forward with the change to the front entrance of the Library to include a ramp. The Board agrees that this change would be good for the Library.

Ms. Rubenstein and Mrs. Petry have a meeting with Mayor Fixell on January 5, 2010 at 11:00 am at the Library. The meeting is to discuss the building and to show the Mayor the space design plans prepared by Lothrop Associates.

The building is owned by Tarrytown. Once we get the Mayor's input and before any investment is made, a meeting will have to be arranged with the Tarrytown Village Board.

A new committee will be organized to go over the plans in more detail. Ms. Glover, Ms. Pinckney and Ms. Raiselis have agreed to work on this new committee. There are several architects in the community that may consider joining the committee.

Ms. Pinckney has agreed to work with Mrs. Petry to find four comfortable-sturdy chairs to replace the old green ones in the Reference Room. Before purchasing the chairs, the Board would like to see their recommendation and approve the purchase.

Director's Report: Mrs. Petry reviewed the Director's Report.

Mrs. Petry interviewed all the candidates that responded for the Librarian I position except one. That interview is set up for the last week in December. There have been a couple of good candidates and she hopes to offer the position to someone after January 1, 2010.

An electrician reviewed the lights on the west side of the building. The fixture near the stairs works but can only hold a 40 watt bulb. The two others are broken. It was recommended that the three be replaced and kept on with a timer as opposed to installing a fixture containing a sensor. This should be discussed with Michael McGarvey, Village Engineer's office before going forward.

The Village of Tarrytown has awarded Westco Gas the contract for our HVAC system. The

chairs in the reference room are unsanitary. Ms. Pinckney has offered to help Mrs. Petry find replacement chairs.

The Library received an estimate of \$14,600.00 to repack the HVAC pipes throughout the Library to help eliminate the foul smell during the warmer months while the air conditioner is on. Mr. McGarvey will need to talk with the Village to see who would pay for this expense.

The Library staff has asked permission to refresh the staff room with some new paint and carpet. The Board agrees that if the staff does the work the Board will pay for the expenses. Ms. Petry spoke with Joe Arduino regarding sponsoring a Little League team. It should not be more than \$300.00. The Library Board approves sponsoring a team.

The Tree Lighting party that took place on Saturday, December 5 was moved into the Library due to inclement weather. Santa was in the Reading Room taking pictures with the children, music was playing in the Library and on the third floor. Cookies and cider were served. It was a great collaboration between the Library and Recreation.

The Library is a drop off location for food, which is being collected by a local group called Kidz Club and toys which is being collected by the Tarrytown Police Department.

Treasurer Report: Mr. Huber reported that the process has begun to put together an operating budget for fiscal year 2010-2011. The Village of Tarrytown has asked all the departments to see where cuts can be made to reduce next years spending.

The meeting adjourned at 9:00 pm. The upcoming Board of Trustees meeting is scheduled for Thursday, January 21 at 7:30.

Respectfully submitted,
Regina Butcher