

Warner Library Board of Trustees
APPROVED MINUTES – December 16, 2010

Present: Library Trustees, Nelson Correa, Liza Glover, David Huber, Joan Raiselis and Carin Rubenstein; Library Director, Maureen Petry; Village Board Liaison, Mary McGee; Absent: Michele Gonzalez, Patricia Pinckney and Evelyn Stupel.

Chairperson's Comments: Ms. Rubenstein called the meeting to order at 7:30 pm.

A motion was made by Ms. Raiselis and seconded by Ms. Glover to accept the minutes of the November 2010 Board meeting with changes.

The Board agreed to a teal blue heading with yellow lettering for the Library's new website. The picture in the corner of the heading should be changed quarterly/seasonally. The picture of the Library with the trees in bloom will be used for the spring picture. Mrs. Petry will assess the pictures the library has on file and if necessary, the Board asked Mrs. Petry to contact Margaret Fox to have additional pictures taken.

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

Paul Feiner, Supervisor of Town of Greenburgh, wrote letters to six Library Boards in the area (Greenburgh, Ardsley, Dobbs Ferry, Hastings, Irvington and Tarrytown) about the creation of a town-wide library district. After a discussion, the Warner Library Board agreed that Ms. Rubenstein would send a letter acknowledging receipt of the letter and state that the Board has no interest in being part of a town-wide library district.

Westchester Library System laid off four people. One of the people was the driver of the Bookmobile and this service has been eliminated. Patricia Cohn, Children's Librarian, will make planned visits to the locations the bookmobile stopped out.

The Westchester Library computers used by the public have the program "Open Office" loaded onto them. As the Microsoft licenses expire they will not be renewed due to the expense.

Building and Grounds: December 2, Keating Electric installed a light switch by the door of the storage area where the Friends organize and keep their books. Emergency only phone lines were run to the elevator and the conference rooms. A data line was run into the conference rooms. This hard wires the "back office" wireless network giving faster and better internet connections for program presentations and a secure network for AARP tax preparers.

Carey & Walsh was here on December 10 because there was no heat in the conference rooms. They referred the problem to their engineer Rich San Marco. Mr. San Marco came to the library on Saturday, December 11 and determined that the temperature at the heat source was correct for the rooms but heat may be lost through the duct work. The duct work for that portion of the building was not replaced during the renovation. He will report his findings to Mr. Carey for further evaluation. Carey & Walsh installed an actuator which fixed the heat problem.

Local Plumber Randy Herlihy was here to install a new flushometer in a toilet in the third floor men's room which was running continually and fixed a leak in the children's room ladies room.

During one of the heavy windstorms this past month one of the storm window frames in the Reading Room was blown off and one of the storm window pane shattered. Donovan Glass of

Tarrytown repaired and re-installed the window frame.

Steve from Bottom Line Blinds installed the window blinds on December 10th in the main reference area. He will return to install the blinds in the reference office when he receives the next shipment of blinds.

Mrs. Petry suggests a long range plan to hire someone to present a design plan to update the third floor meeting room's audiovisual equipment. During presentations there are extension cords, speaker cords and internet cords. A table is placed over the wires but it isn't very safe and efficient.

Security cameras should be installed around the exterior of the building and circulation desks. Recently the police responded to a woman who claimed she had money missing and the first question the police asked was does the library have any cameras. Maybe the library could apply for a grant to help fund this safety issue.

The Board asked Mrs. Petry to obtain bids to upgrade the staff room. The Board agreed that it should be done.

A discussion was held regard the prints in the Audubon Room and the lighting. Ms. Raiselis informed the board that the lights in that room are made specifically to illuminate artwork.

Mrs. Petry has been asked to get a current copy of the insurance policy from Beck and Whitley to be sure the Library is insured properly.

The Board is asked to come to the January meeting dressed for the cover of the next newsletter.

The meeting adjourned at 8:40 pm. The next Board of Trustees meeting is scheduled for Thursday, January 20, 2011 at 7:30.

Respectfully submitted,
Regina Butcher
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