

Warner Library Board of Trustees
APPROVED MINUTES – January 20, 2011

Present: Library Trustees, Nelson Correa, Liza Glover, Michele Gonzalez, David Huber, Patricia Pinckney, Joan Raiselis and Carin Rubenstein; Library Director, Maureen Petry; Sleepy Hollow Mayor, Kenneth Wray; Absent: Mary McGee and Evelyn Stupel.

Chairperson's Comments: Ms. Rubenstein called the meeting to order at 7:40 pm.

A motion was made by Mr. Correa and seconded by Ms. Gonzalez to accept the minutes of the December 2010 Board meeting.

Margaret Fox, photographer took a picture of the Library Board for the upcoming newsletter.

Mrs. Petry presented several photographs for the website. The Board agreed to use three of Ms. Fox's photos; the Spring picture of the front of the Library with trees in bloom, the Audubon Room and front foyer photos and Mrs. Petry's winter scene of the front of the Library.

Director's Report: Mrs. Petry reviewed the Director's Report. Adrian Berezowsky of Sleepy Hollow Environmental Advisory Council contacted Mrs. Petry about a landscaping project in front of the library that would include the planting of an historic "Andre Tree." Mr. Wray asked Mrs. Petry to forward the information she received to him and he would reach out to Adrian Berezowsky for clarification of the plan, as to who pays for the installation and how extensive the landscaping plan is. Ms. Raiselis asked Mrs. Petry to find out if a formal plan has been prepared for the project.

Robert Wheatley of Beck and Wheatley Insurance Company came to the Library and delivered the current insurance policy. Mrs. Petry will ask Natalie Kase who compiled the inventory of art and valuables in the library to review and update the listing to exclude things no longer in the Library's possession and to be sure everything in the Library's possession is cataloged properly. This document can then be used to verify that the Library is properly insured.

Ellen Epstein, a member of American Society of Appraisers, has agreed to come to Warner Library and give appraisals of the Audubon prints and the Rockwell Kent painting for insurance purposes.

Alicia Kelligrew and Mike Love asked that donations be made to the Children's Room in honor of their son Finn Alpert Love. The Library received numerous donations in Finn's honor. In a few months, once the purchases have been made in Finn's honor, Mrs. Petry will ask them if they would be interested in having a reception in the Children's Room.

Mrs. Petry applied for a Rotary grant to help pay for summer reading list books for Sleepy Hollow High and Middle Schools.

The Library received a letter from the IRS stating that "your organization meets the criteria required for classification as an affiliate of a government unit, as described in Revenue Procedure 95-48, I.R.B. 1995-47, 13., (Nov. 20, 1995). Your organization, therefore, is not required to file a Form 990."

Since our exempt status was not under consideration, we will continue to be classified as an

organization exempt from Federal income tax under 501(C)(3) of the Code.

As part of an overall safety plan for patrons and staff, Mrs. Petry will begin the process of acquiring bids to install cameras outside and inside the Library.

Mrs. Petry presented an updated Warner Library Internet Acceptable Use Policy. After discussion, Mrs. Petry will make changes to the policy to make it more specific and email it to the Board for review.

Building and Grounds: The Library Board approved the purchase of a snow blower for the Library.

Treasurer's Report: Mr. Huber reported that Mrs. Petry and Mrs. Butcher are beginning to prepare the numbers for the 2011-2012 Budget. Mr. Huber expects benefits and pension to go up. Per the CSEA contract full time staff will be receiving a 4% increase. At the February meeting a budget will be presented to the Library Board for discussion and vote then sent to the Warner Library Budget Board for review before each of the Village Boards vote on their budgets. The Warner Library Budget Board consists of members of the Board of Trustees and Administration from the Villages of Sleepy Hollow and Tarrytown.

The meeting adjourned at 9:00 pm. The next Board of Trustees meeting is scheduled for Thursday, February 17, 2011 at 7:30.

Respectfully submitted,
Regina Butcher
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