

Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library
November 8, 2021
Scarsdale Public Library

A meeting of the Board of Trustees of the Scarsdale Public Library was held on November 8, 2021 in Meeting Room South.

The following participants were in attendance: Felicia Block, President; Gary Katz, VP; Laura Liu, Financial Officer; Robert Jeremiah, Secretary; Pedro Ladislau, Trustee; Margot Milberg, Trustee; Jordan Copeland, Trustee; Ekta Sahni, Trustee; Beth Bermel, Library Director; Catherine Callegari, Assistant Director of Patron Services; Justin Arest, Village Trustee Liaison; Michelle Lichtenberg, FoSL.

The meeting was called to order at 7:32 p.m.

Approval of Minutes of the October 4, 2021 Meeting: A motion was made by Gary Katz, and seconded by Laura Liu, to approve the October meeting minutes with four edits and a formatting correction.

Friends of the Scarsdale Library (FoSL) Report: The Friends of the Scarsdale Public Library provided updates on the timing of their annual fundraising appeal and 2022 fundraising event. Any member of the Library Board interested in helping the fundraising event please contact Dara Gruenberg by email.

Felicia wondered about the Bookmarks newsletter and the future of that project, which has been on hold for a period of time.

Director's Report: Pedro complimented staff members Marcus Renna and Katie Karkheck as a result of his recent, positive customer service experience. Pedro also asked about the budget season. Beth commented that the budget season begins December 1. In January Beth will meet with the Village Manager and his team. She then brings the FY2022-2023 draft budget to the Library trustees for review prior to presenting to the Village Board. Felicia reminded the Trustees that they are encouraged to attend that budget meeting when Beth presents to the Village.

Catherine commented about the programming report she created, with compliments from many! Michelle asked if one could do a chart showing growth in adult programming given the breadth of current offerings. Michelle thought it would be a good tool to show community members how much the library does (outside of book loans and children's programming).

Catherine highlighted the new partnership with Scarsdale Living, a quarterly publication. The first article was about book clubs, the next article in December will include a gift guide and in February the topic will be warm books.

With regard to programming analytics reporting, Pedro asked for three additional columns for the report - registrants, attendance and a qualitative assessment.

President's Report: Felicia met with the Children's team to discuss in-person programming, based on Felicia's experience working at WRT.

Felicia updated us on financial reporting processes, which are being updated.

Building Update: The shades are all functioning properly. The fob access near the South Meeting Room is still on a punch list. Once functional, it will provide more flexibility in access to the building. Paul Zaicek, Village Capital Projects Manager is working with the various HVAC contractors on resolving lingering issues. Currently, there is a transition from the installers to the regular maintenance team. Beth continues to address issues with AV. The donor wall is coming next week and the Forbo product for the wall outside the North and South Meeting rooms have been ordered, and we are waiting for an installation date.

Landscape Master Plan Committee Report: Next month the landscape architect will be here to present to the Board. Trustees can attend the FOSL meeting on December 8 at 9 a.m. in the Scott Room if they have a conflict on December 13 during the regularly scheduled Board meeting.

Action Item: Eliminating overdue fines

Beth commented that many of our neighboring libraries have officially gone fine free. Nationwide libraries are also acting on this issue. Beth read a statement from the WLS ILS Committee to explain the process.

If the new plan is adopted, we will continue to charge for lost items. The WLS Directors plan to vote to reduce the time for which something is considered lost from sixty to thirty days.

A motion was made by Jordan Copeland, and seconded by Gary Katz, to approve eliminating fines. All Trustees were in favor.

A motion to go into Executive Session to discuss a legal matter was made by Jordan Copeland at 8:40 p.m., and seconded by Gary Katz.

At 8:54 p.m. a motion was made by Jordan Copeland, and seconded by Margot Milberg, to exit Executive Session.

Felicia Block adjourned the meeting at 8:54 p.m.