

## **Minutes of the Special Meeting of the Board of Trustees of the Scarsdale Public Library (SPL)**

**June 7, 2022**

### **Zoom Meeting**

A special meeting of the Board of Trustees of the Scarsdale Public Library was held via Zoom on June 7, 2022 at 1:00 p.m.

**The following participants were in attendance:** Gary Katz, President; Laura Liu, VP, Jordan Copeland, Financial Officer; Pedro Ladislau, Secretary; Robert Jeremiah, Trustee; Scott Gerwin, Trustee; Diksha Mudbhary, Trustee; Betty Pforzheimer, Trustee; Stephanie Wechsler, Trustee; Beth Bermel, Library Director; Catherine Callegari, Assistant Director of Patron Services;

**Members of the public:** Robin Stettnisch, Diane Greenwald.

The meeting was called to order at 1:08 p.m.

**Attorney's retainer agreement:** Beth provided some background on the attorney's retainer contract. She mentioned that this is the same legal firm that provides legal counsel to the Village and the hourly rates in the contract are the same as the ones incurred by the Village. The firm required a separate legal contract to be signed with the Scarsdale Public Library in order to have client-attorney privilege.

**Signage firm agreement:** Beth provided some background on the signage firm agreement. She mentioned that the Scarsdale Public Library project was part of the new building project scope and, now that the new building is fully functioning is the moment to implement it. Beth mentioned that the current signage firm agreement is the direct result of a request for proposal process sent to nine graphic design firms, to which six of them responded with proposals that were then assessed by the Signage Committee composed by Beth Bermel, Catherine Callegari and Diane Greenwald, former Board Member/ President and design specialist. Beth detailed that this signage firm presented a solid proposal, with a mid-range price amongst the six proposals received, and that additional discussions and meetings took place with the firm's team and the Signage Committee members. Beth also explained that Betty Pforzheimer is going to join the Signage Committee, by invitation of the Scarsdale Public Library Board President, and will help oversee the project on behalf of the Board. Beth clarified that the scope of the work is interior signage only and will not include an entryway sign. Beth added that the total number of signs is not defined as of now but will be approximately two hundred, with different sizes, materials and purposes. The final goal is to promote a seamless "wayfinding" experience to the library patrons. Beth detailed that the current agreement only includes the development of the signage and graphics and that another project phase, the fabrication of the signs, will require a separate contract and additional costs.

A discussion followed with every of the nine trustees voicing out their opinions about the project.

Diane Greenwad also joined the discussion and provided her perspective mentioning that she strongly feels that the Scarsdale Public Library needs the support of graphic design experts to accomplish a good result with the signage project.

After the discussion phase was complete, Jordan submitted a motion to approve the signage firm agreement, seconded by Diksha.

Eight of the trustees approved the agreement (Gary Katz, Laura Liu, Jordan Copeland, Robert Jeremiah; Scott Gerwin; Diksha Mudbhary, Betty Pforzheimer, and Stephanie Wechsler). Pedro Ladislau abstained. The motion passed.

Following the vote of the signage form agreement, another motion was made by Stephanie, and seconded by Betty, to approve the attorney's retainer agreement. The motion was approved unanimously.

Without further discussions, Gary adjourned the meeting at 1:49 p.m.