

BOARD OF TRUSTEES MEETING

April 15, 2009

6:30 pm

MINUTES

CALL TO ORDER: Chris Hansen who presided called the meeting to order at 6:32 pm.

Present were: Susan Capeci and Danna Wood-Webb, Trustees.

Also present were: Mary Ellen Forte, WLS Trustee Board Member; Gary Newman, CSEA Unit President; Scott Griffith, Shawn Lucas Dunnom and Cheryl Thomas, Library Staff; Opal Brown Lindsay, Director; Karen Preuss, Assistant Director; Willie Lou Gayles, Chief Account Clerk and Mary Harper, Administrative Assistant.

MINUTES:

The Minutes of the meeting of March 18, 2009 were approved as amended.

PERIOD OF PUBLIC EXPRESSION:

Cheryl Thomas informed the board that a co-worker, Doris Hackett had written a book. Mrs. Hackett had a book signing program with a fabulous turnout.

Chris Hansen said that the board was not aware of this. He suggested that the library get a copy of the book. He said that there should be some display in the library recognizing Mrs. Hackett's book.

Opal Lindsay said that the book would be displayed along with other local authors.

The board unanimously adopted a formal resolution congratulating Doris Hackett on publishing her book.

ELECTION OF OFFICERS:

The election of officers was postponed for a future board meeting.

PRESIDENT'S REPORT:

Board President, Chris Hansen reported that in the arbitration between the library and the union regarding comp time/overtime pay; the arbitrator had found for the library and against the union.

The next scheduled arbitration is about out-of-title pay for the custodians.

There is also contract mediation scheduled for early May. Mr. Hansen may not be able to attend the first session.

FOUNDATION REPORT:

Karen Preuss said that a wish list has been created for the children's room. The wish list specifically includes four new computers. The foundation donation amount may be increased from \$10,000 to 15,000 dollars.

DIRECTOR'S REPORT:

Opal Brown Lindsay reported the following:

An additional \$500.00 had been added to the Arts Westchester grant that the library received.

The grant activity has been pushed back to give us some time to acquire more funding for the grant program.

In collaboration with WLS and the City of Mount Vernon, the library hosted a Best Practices workshop on “Excellent Customer Service” on March 18th and 19th.

Mrs. Lindsay said that she has met with a group of young people in the young adult area regarding disturbances. She asked what they would like the new YA room to look like and enlisted their help.

Mrs. Lindsay met with NJB Security System regarding new security staffing and procedures. She said that NJB also does security assessment.

The board thinks it is a good idea for the library to get an outside company to do a security assessment of the library.

The new materials security system is up and working, but is still a work in progress. New books and DVD's will be sensitized as they are processed.

The West Law database has a new interface which is easier to use.

Finishing touches are being put on the health advocacy program for seniors which will start this fall.

The administration is working on an evacuation plan.

The library has partnered with the city for the Earth Day cleanup on April 25th. The library is also having a program on April 29th regarding the Mount Vernon Green Initiative.

The 2009 CLDA grant must have the approval of the Board of Trustees before it is submitted to PLDA. Mrs. Lindsay said that the budget is \$30,000 less than 2008. There have been cuts from all lines except WLS salaries. The Board unanimously approved the 2009 CLDA budget.

Opal Brown Lindsay requested board approval to extend the Sunday openings through June and July of this year.

There were some questions whether the library had the funding to continue on Sundays.

It was thought that shorter hours on Saturday during the summer should be revisited.

Gary Newman said that for the history of the contract and after, the library had not opened on Saturdays during the summer. When the library decided to open on Summer Saturdays the incentive to get people to work was to only open for part of the day.

The board authorized the director to open the library on Sundays during June and July.

WLS TRUSTEE REPORT:

Mary Ellen Forte suggested that WLS should hold an annual meeting for the different districts to come together to support each other. The meeting would consist of library directors and trustees. The meeting would benefit all library communities and help people from one district become acquainted with people from another area.

The member library statistics were discussed. Chris Hansen expressed concern that the cost to the library for checking out books was still more per capita than most of the other system libraries.

The Annual Book and Author luncheon will be held on April 16, 2009 at Tappan Hill in Tarrytown, NY.

FINANCIALS:

Willie Lou Gayles said that there are two bills from West Law and a large bill from Demco for the slat walls.

The administration is in the process of hiring new people. One person was interviewed this week.

Mrs. Lindsay said as for hiring the Head of Collection Development, she is waiting on some of the larger systems that have decreased employment.

The March 2009 Bills and Payrolls totaling \$305,004.78 properly certified by the Director and reviewed by Danna Wood-Webb and Susan Capeci were approved by the Board of Trustees and requested paid.

The checks are numbered #019317-019367 (payrolls), #55704-55754 (payrolls, petty cash), and #030023-030095 (bills).

OLD BUSINESS:

Opal Brown Lindsay said that the library may be getting new computers. She said that she would hold off on getting the privacy screens until the new computers are received to see if they fit.

Opal Brown Lindsay said that the library needed a credit card. The domain name for the library must be renewed online by May 10, 2009.

The board is reviewing the program statistic numbers. It is felt that although people are coming into the library, more people need to be checking out materials compared to other libraries.

The inter library loan statistics should be improved. It was questioned if the library received credit for materials that were loaned to other libraries.

Opal Lindsay said that it was discovered that some of the circulation statistics were skewed and they would have to be revised.

EXECUTIVE SESSION:

The Board entered Executive Session at 7:25 pm. The Board returned to public session at 7:32 pm. No decisions were recorded.

ADJOURNMENT

The meeting was adjourned at 7:33 p.m. without objection.

Respectfully submitted,

Secretary