

BOARD OF TRUSTEES MEETING

August 15, 2007

6:30pm

MINUTES

CALL TO ORDER: Chris Hansen who presided called the meeting to order at 6:38 pm.

Present were: Susan Capeci, Rodney Reynolds, and Danna Wood-Webb

Also present were: Maureen Walker, Comptroller, City of Mount Vernon; Duane Rose and George Townsend, Comptroller's Office; Cheryl Berent, Doris Hackett, Cheryl Thomas, Cathy Webb and Christopher Williams Library Staff; Sherrie Pollack, Library Patron; Opal Brown Lindsay, Acting Director; Willie Lou Gayles, Chief Account Clerk and Mary Harper, Administrative Assistant.

EXECUTIVE SESSION:

The Board entered Executive Session at 6:46 pm.

The Board returned to Public Session at 7:24 pm, no decisions were recorded.

MINUTES:

The minutes of the meeting of July 18, 2007 were approved without objection.

DIRECTOR'S REPORT:

The Director attended several community outreach meetings.

A Block Party is planned for the End of Summer Reading Program. Local officials have been invited and will present certificates to the participants.

The director continues to work with the contractors regarding the HVAC system which is still having problems.

Plans are underway for the 2008 budget. Some items being considered are, replacing professional staff lines and substitute staffing. Also considered are building upgrades including rewiring, security surveillance, materials security system and fencing.

The new security system would identify all materials being removed from the library without proper checkout. The library has experienced considerable losses; particularly to the more popular materials that arrive in the library, then disappear.

Putting security at all entrances is being considered.

Mrs. Dulce Juarbe, Head of Technical Services and library cataloger will be taking a position as Assistant Director at Eastchester Library. Staff changes in this department have been put in place in her absence.

The Children's library has stepped up its appearance using items already in the department. Part of the children's collection is still sitting on trucks due to a section of the roof leaking. Mrs. Lindsay is working with City Hall to have the problem repaired.

FINANCIAL REPORT:

Willie Lou Gayles indicated that a two month health insurance bill had been paid in July.

The July 2007 Bills and Payrolls totaling \$ 385,304.24 properly certified by the Director and reviewed by Rodney Reynolds, and Danna Wood-Webb were approved by the Board of Trustees and requested paid.

The checks are numbered # 018260-018305 (payrolls), # 54945-54978 (payrolls, petty cash), and # 28947-28984 (bills).

PERIOD OF PUBLIC EXPRESSION:

The staff members present questioned the responsibility of the board of trustees in conjunction with library rules and regulations.

It is the responsibility of the board to hire the director and to set general policy. It is the responsibility of the director to run the library. The board is unlikely to get involved in the day-to-day running of the library.

The staff expressed a need to be heard by the board regarding certain issues. A petition signed by the library employees was presented to the board regarding their request for a questionnaire about library conditions. It is felt that for any survey to have validity it would take time to create.

The staff expressed their feelings regarding current conditions and expressed the need for another staff meeting. The idea of a staff retreat was suggested. Another general staff meeting will be planned.

OLD BUSINESS:

The administration and the board will review the union contract within the next 30 days.

Line items in the current budget were discussed. It is felt there is a need to increase the line item for books. The justification for not purchasing books for a library was questioned.

Using the remainder of the salary for the library cataloger to purchase books was discussed.

It is the consensus of the Board that the remainder of the Technical Services Cataloger's salary for 2007 will be used to purchase books

The library has opted to go online for the West Law collection. Other big ticket items in the 2008 budget would include the rewiring of the library and fencing on 2nd avenue. Also included would be two management positions.

The rewiring and security systems are vital and will be requested as part of a capital budget.

It is felt the library should ask the city for precisely what is needed in the 2008 budget. The library will also request that the city forgive the current amount owed by the library.

As soon as the budget has been proposed a cover letter explaining the budgetary needs will be drafted to accompany it.

EXECUTIVE SESSION:

The Board entered Executive Session at 8:45

The Board returned to Public Session at 9:00 pm, no decisions were recorded.

NEW BUSINESS:

The issue in the Cyber Corner regarding patrons' with strollers and safety must be addressed.

ADJOURNMENT

Upon a motion by Rodney Reynolds, seconded by Susan Capeci, the meeting adjourned at 9:07 p.m.

Respectfully submitted,

Secretary