

BOARD OF TRUSTEES MEETING

July 21, 2010

6:30 pm

MINUTES

CALL TO ORDER: Danna Wood Webb who presided called the meeting to order at 6:50 pm.

Present were: Millie Burns, Rodney Reynolds, Arlene Roberts Grant and Julie Mills Worthey, Trustees.

Also present were: Gary Newman, CSEA Unit President; Scott Griffith, Cheryl Thomas, library staff; Tamara Stewart, patron; Opal Brown Lindsay, Director; Patricia Hansen, Interim Business Manager; and Mary Harper, Administrative Assistant.

MINUTES:

The minutes of the meeting of May 19, 2010 were adopted on a motion by Millie Burns, seconded by Julie Mills Worthey.

The minutes of the meeting of June 16, 2010 were adopted as amended upon a motion by Millie Burns, seconded by Julie Mills Worthey.

PERIOD OF PUBLIC EXPRESSION:

Tamara Stewart wanted to know if any plans have been made to step up the fund raising efforts.

Opal Lindsay said that she has met with someone from the foundation to discuss changing the fundraising efforts.

Millie Burns said that the library acknowledges that it must do something to increase its operating income. She said that she would be attending a meeting on Saturday, specifically for fundraising. It is more difficult to get support for general operating expenses.

It is important for the library staff to keep this uppermost in their minds in terms of their interactions with the public.

Tamara Stewart said that there needs to be public awareness to keep the library in the consciousness of the general public; something that involves the general community. Things need to happen at a grass roots level.

Mrs. Lindsay said that she has gotten some good ideas from some staff members. She suggested that mailings and eblasts have a section for donations.

Cheryl Thomas questioned how you could have fund raising when the phones in tech services had been restricted and the staff cannot contact other libraries.

Millie Burns said that she is not suggesting that the staff take on fund raising, but anything that the staff does, its interactions; reflect on the library.

**GRIEVANCE STEP II:**

The Step II Grievance (Summer Sundays) was tabled. The union was not prepared to present the grievance at this board meeting.

**PRESIDENT'S REPORT:**

Board President Danna Wood Webb reported that she, Opal Brown Lindsay and Millie Burns will attend the WLS Directors and Trustees meeting in Greenburgh to talk about alternative funding.

**DIRECTOR'S REPORT:**

Library Director, Opal Brown Lindsay reported the following:

The efforts of incorporating the communities to reach out to our city officials to address funding emergencies were effective. Past residents of Mount Vernon are calling with concern, encouragement and ideas for fundraising.

Mrs. Lindsay thanked Tamara Stewart who took on the task of mobilizing the immediate community with the help of the Friends and the Foundation. The City for acknowledging the importance of library serves and the people who present these services.

Mrs. Lindsay also thanked Patricia Hansen who stood up well under the pressure of analyzing and projecting budget outcome after outcome, while learning a new operation.

Thanks to the Board of trustees, particularly President, Danna Wood Webb who stayed on top of even the most difficult things.

The Mount Vernon School District exhibit has been up and is attracting wonderful comments. The Rotunda Gallery on the whole is doing well. ArtsWestchester has received funds from the Legislator for Arts and Cultural Services for Mount Vernon.

Efforts of instilling confidence in giving and partnering with the library are still fragile. More than ever, the community's confidence in the library as a stabilized organization is vital.

Summer hours are in effect and are working well for both the staff and the patrons. Feedback has reported a surge in overall library attendance.

Mrs. Lindsay again welcomed back the staff after the layoffs.

At a recent PLDA meeting a new budgeting system has been put in place with benefits for Mount Vernon.

Mrs. Lindsay participated in the Mayor's Department Head's retreat and found it beneficial.

The final stages of the new Web site are being put in place.

Window repairs to the lower area of the building are complete.

The library has received new instructions on how to access capital funds.

It was suggested that data be gathered to survey what materials are going out and look at decisions based on the data.

FINANCIAL REPORT:

Patricia Hansen said that the library received over \$25,000 in electrical bills from the city that had never been presented. The city receives the bill and the library pays directly to the city.

Mrs. Hansen said that she is tracking the bills and she will accrue the money and reserve it for the following year.

There were questions regarding the drop in funding for books and audio visual materials.

There was also discussion about the budget in regards to building operations and whether funds can be transferred from one line to another.

There may be some savings in the budget line item for terminal maintenance.

Upon a motion by Rodney Reynolds seconded by Julie Mills Worthey, the Board adopted the proposed 2010 Budget.

The June 2010 Bills and Payrolls totaling \$ 336,491.10 properly certified by the Director and reviewed by Danna Wood Webb and Arlene Roberts Grant were approved by the Board of Trustees and requested paid.

The checks are numbered #020146-020179 (payrolls), #056304-056338 (payrolls, petty cash), and #030897-030968 (bills).

REMARKS OF THE TRUSTEES:

Danna Wood Webb stated that she thinks that having gone through the recent experience, advocacy does work. The city council president said that the library must be mindful that it was given a one shot deal. They are concerned that this not set a precedent, since other departments had layoffs as well. The library must be mindful of what the budget will look like next year. A coming together of all parties is what made this possible.

This is not an easy time for anyone and if we work together, anything can happen.

If the library shows that it is fractured, the public will not support it. It is important to have a valued staff. It is important that the community has a library that services them.

There was discussion regarding the governance meeting and how the information could be shared with individuals who were not present at the meeting and what the value would be of preserving the presentation on video for future reference.

Two new candidates have been interviewed for the positions of library trustee. It is felt that the positions should be advertised again in order to get a larger pool of candidates.

Millie Burns asked Gary Newman if he would express to the staff that their presence at the city council meeting to decide on funding for the library was duly noted and appreciated. Most staff members were recognized by the city council who conveyed how much their support and presence was appreciated.

Mr. Newman said that the staff went to the meeting on their own, without any notice from the board or administration. When the staff was laid off they were told if they wanted to keep their jobs, they needed to go to the city council, the churches and the community.

There will be no Board meeting during the month of August.

EXECUTIVE SESSION:

The board entered executive session at 8:15 pm

The Board returned to regular session at 9:58 pm. No decisions were recorded

The meeting was adjourned at 9:59 pm.

Respectfully submitted,

Secretary