

The Field Library, Peekskill, New York

Board of Trustees Meeting February 13, 2020

Present: Sandra Smith, Karen Kelley, Mary Foster, Joe Galella, Melinda Cosentino, Ann Douglas, Tina Romeo, Ben Bloom, Christopher Alexander, Chris Vega, Councilwoman Patricia Riley, Library Director Jennifer Brown, Alan Most (taking notes)

1. Ms. Smith called the meeting to order at 7.00pm.
2. Ms. Foster moved to approve the January minutes; second by Mr. Bloom; unanimous in favor.
3. Ms. Foster moved to accept the "Tax Cap Resolution" for 2021 as worded; second by Mr. Galella; unanimous in favor.
4. Ms. Foster moved to accept the "Ballot Proposition Resolution" for 2021 as worded; second by Mr. Most; unanimous in favor.
5. Ms. Brown noted that she had three responses to her Request for Proposal for a library audit and all three will submit proposals.
6. Ms. Brown noted that the three surveys, which are part of the development of the library strategic plan, have been deployed. They will be translated into Spanish.
7. Ms. Brown noted that she met with an architect from Holzman, Moss & Bottino regarding conceptual drawings that would be provided as part of the Downtown Revitalization Initiative (DRI) grant. She was able to provide the architect with digitized floor plans and a needs assessment; the architect will provide conceptual drawings and a written summary by mid-March, which is in time for the final DRI submission. The architect was asked for foamboard representations that could be used for display.

A motion was made by Mr. Most to spend \$12,500 for the architects' summary and conceptual drawings; second by Mr. Bloom; unanimous in favor.
8. Ms. Brown noted that she has to redo all of the 2019 statistics provided by the Westchester Library Services (WLS) for the annual report. Securing accurate 2019 statistics is further hindered by the door counter oftentimes being unplugged. The door counter was fixed during the renovation.
9. Ms. Brown noted that the circulation and reference desk renovation will have cost about \$51,000. \$35,000 of the money came from a State grant; the balance is coming from library savings. Most of the overage is due to the data move. Ms. Brown noted that the system is now more stable.
10. Ms. Brown noted that a recent meeting about the 2020 census was deemed "informational." The library will serve as a "census hub" where census respondents can receive help from a volunteer trained by WLS.
11. Ms. Brown summarized her attendance at the American Library Association Midwinter meeting. A key takeaway for her was how libraries could help the working poor and those affected by income disparities. She was asked to share the conference slides so that they may be used at future presentations with library stakeholders.

12. When discussing the securing of signatures to place the library budget on the November ballot, it was suggested that signees be asked to sign up for the library email newsletter. There was additional discussion concerning providing ongoing information to the community about library programs and resources.

13. Ms. Brown noted that the library is securing panels from the Holocaust/Human Rights Commission in White Plains and will be build programming around them. She, also, mentioned that Friends of The Field Library will be purchasing a new banner for the library.

14. At 8.17 pm Mr. Most moved that the meeting be moved to Executive Session; second Ms. Foster; unanimous in favor.

15. At 8.34pm Mr. Most moved that the Executive Session be adjourned; second by Ms. Kelley; unanimous in favor.

16. There was a discussion concerning the possibility of becoming a “public library” to aid in obtaining State grants. Mr. Galella noted that this was researched a long time ago and it was decided the library’s status as an “association library” was more beneficial.

17. Ms. Kelley moved to adjourn the meeting at 8.44pm; second by Ms. Foster; unanimous in favor.