

The Field Library, Peekskill, New York

Board of Trustees Meeting June 10, 2021

Present: Sandra Smith, Mary Foster, Ben Bloom, Tina Romeo, Ann Douglas, Joe Galella, Christopher Alexander, Karen Kelley, Alan Most (taking notes), Councilwoman Patricia Riley, Peekskill City Manager Andy Stewart, Friends of The Field Library Secretary Dan Grossman, Library Director Jennifer Brown

1. Ms. Smith called the meeting to order at 7.05pm. It was held over Zoom and broadcast live over YouTube.
2. Mr. Bloom moved to adopt the May minutes with the following changes: change “code violations” to “safety issues.” Second by Ms. Foster; all in favor except for Ms. Kelley (who abstained).
3. Ms. Foster moved to adopt the May Executive session minutes; second by Mr. Galella; unanimous in favor.
4. The Board of Trustees discussed with Mr. Stewart issues regarding the Library building:
 - the lease for the existing Library space was discussed. It was noted that the draft lease was sitting with the City attorney.
 - Mr. Stewart noted that the building’s sprinkler system was fixed in April 2021. The City will be spending \$30,000 to fix the building’s fire alarms. Wiring will be complete in three to six months. In the interim, battery operated fire/CO2 alarms have been installed.
 - Mr. Stewart indicated that the City has allocated \$400,000 to rebuild the roof. This project will go out to bid in July 2021.
 - Mr. Stewart noted that an electrician will be coming to evaluate and fix the HVAC system.
 - Ms. Brown noted that there is a proposal to extend the Library WiFi into the Library plaza and that it would need to be installed on the roof.
 - Mr. Stewart was asked about whether the replacement of the elevator – which breaks on a regular basis – is in the building’s capital plan.
5. Mr. Grossman reviewed activities and events of Friends of The Field Library: upcoming Star Wars trivia night; upcoming author talks in July and September; and the formation of a membership committee.
6. Ms. Brown discussed the ongoing problems she has been having with Allied Security, including no guard on June 10.
7. It was noted that the audit indicated that another person should be assigned to sign checks if Ms. Brown was not available. It was, also, noted that some of the investments have no true donor restrictions.
8. Ms. Brown noted that the Library staff is developing innovative ideas generated from continuing education programs they are attending. She indicated that the Children’s Room is being redecorated.

9. It was noted that the Library expenditures are in line with the budget. The Town of Cortlandt contributed \$30,000 more than expected.

10. Ms. Brown noted that the State of New York is not placing any library in jeopardy because of poor metrics during the pandemic. She noted that our numbers are about half of what they were in 2019. A motion was made by Ms. Foster to adopt the 2020 Annual Report; second by Ms. Kelley; unanimous in favor.

11. A motion was made by Ms. Foster at 8.12 to move into Executive Session; second by Mr. Galella; unanimous in favor.

12. A motion was made by Ms. Kelley at 8.36 to close the Executive Session; second by Ms. Foster; unanimous in favor.

13. A motion was made by Ms. Kelly at 8.37 to adjourn the regular meeting; second by Ms. Foster; unanimous in favor.