

The Field Library, Peekskill, New York

Board of Trustees Meeting May 13 , 2021

Present: Sandra Smith, Mary Foster, Joe Galella, Melinda Cosentino, Ben Bloom, Christopher Alexander, Ann Douglas, Tina Romeo, Alan Most (taking notes) Common Councilwoman Patricia Riley, Dan Grossman (Secretary of Friends of The Field Library), Executive Director Jennifer Brown.

1. Ms. Smith called the meeting to order at 7.02pm.
2. Ms. Foster moved to adopt the April minutes; second by Mr. Galella; unanimous in favor.
3. Mr. Bloom moved to adopt the April Executive Session minutes; second by Ms. Foster; unanimous in favor.
4. Ms. Brown reviewed the proposed 2022 budget. It provides a funding increase of \$75,000 or about 5.9%. The increase will primarily fund the minimum wage increase and an increase in the materials budget. Ms. Romeo moved to approve the ballot proposition resolution; second by Mr. Bloom; unanimous in favor.
4. Ms. Brown reviewed the problems she is having with the present security company. They are not sending replacements when the regular security guard is not available, and she cannot determine who the supervisor is. She is exploring other options.
5. Mr. Grossman reviewed the activities organized by Friends of The Field Library: Zoom author talks by Rich Zahradnik and Becky Cooper and sale of their books; upcoming Star Wars trivia night at the Birdsall House; planning of the Chester Smith awards night for the fall; and the formation of a membership committee.
6. Ms. Brown has begun adding summaries of the various departments in her Director's Report. Ms. Brown noted that the children's department can begin in person programming in the new downstairs space.
7. Ms. Foster noted that budget revenues are in line with expenses.
8. Ms. Brown reviewed the issue with the missing smoke detectors and the City's response. The Board wishes to thank Councilwoman Riley for help in expediting the temporary resolution of this problem.

As a result of the issues surrounding the smoke detectors, there was a lengthy discussion about what other safety and code violations exist in the library, and how they can be resolved. It was agreed that Ms. Brown should contact City Manager Andy Stewart to see if there is already a report about the remediation of existing problems; if not then the best way to conduct an audit; and to discuss what procedures should be followed if one or more problem areas come to light.
9. Ms. Brown included the first draft of the Library Strategic Plan in the Board Packet. All Board members were asked to review the plan. The Board will meet again on May 27 at 7.00pm to discuss the plan. Comments can be provided to Ms. Brown via email prior to the meeting, or can be voiced at the May 27 meeting.
10. Mr. Most made a motion to move to Executive Session at 8.30pm; second by Mr. Galella; unanimous in favor.

11. Mr. Most moved to adjourn the Executive Session at 9.00pm; second by Ms. Cosentino; unanimous in favor.

12. Mr. Most moved to adjourn the regular meeting of the Board of Trustees at 9.01pm; second by Ms. Cosentino; unanimous in favor.