

## The Field Library

### Regular Meeting of The Board

Thursday, November 16, 2017

Present: Sandra Smith, Mary Foster, Melinda Cosentino, David Hallerman, Tina Romeo, Joe Gallela, Alan Most (taking notes), Jennifer Brown, Director

1. The meeting was called to order at 7:05pm
2. The minutes of the October 2017 meeting were approved. DH moved, AM seconded, unanimous approval.
3. Cathy Johansen forwarded a letter to the Board announcing her resignation.
4. JB discussed:
  - Her attendance at a library conference. Two ideas were brought forward: an annual "conflict of interest" form for Board members; a "secret shopper" in the library who could identify what is being done well/what needs improvement.
  - She is half way done with evaluations and they are being received positively.
  - Review of staffing changes.
  - The library is on target with the budget with the exception of legal fees.
  - \$1500 grant to teach Spanish to English speakers.
5. There was a discussion about the circulation figures and it was noted that the bulk of the drop is due to the decline of movie check outs (most probably due to streaming services).
6. There was discussion concerning WLS and a new rep. Jennifer Brown noted that the Board can make a recommendation or WLS can find someone.
7. There was a discussion of the Library budget. JB noted that a goal is to get the salaries to be comparable to the rest of Westchester County's libraries. This will take four years. MF moved to accept the budget; second from DH; unanimous in support.
8. JG moved to approve the holiday bonuses proposed by JB; second from MF; unanimous in support.
9. JG moved to approve the 2018 holiday schedule proposed by JB; second from MF; unanimous in support.
10. JB noted the Library holiday party on December 13, 11.00am to 1.00pm. All Board members are invited.
11. Meeting adjourned at 8.21pm.