

The Field Library, Peekskill, New York

Board of Trustees Meeting October 11, 2018

Present: Sandra Smith, Karen Kelley, Mary Foster, Ann Douglas, Melinda Cosentino, Joe Galella, Alan Most (taking notes), Councilwoman Patricia Riley (liaison to The Field Library Board of Trustees), Jack Eckhardt (guest and President of Friends of The Field Library), Ben Bloom (guest and prospective Board member)

1. The meeting was called to order at 7.02 by Ms. Smith.
2. The September 2018 minutes were approved (with one spelling correction). Motion by Ms. Foster; second by Ms. Kelley; unanimous approval.
3. Maria Angelini, a volunteer at The Field Library Bookstore, presented Ms. Brown with a two sided letter. The letter asked Ms. Brown to reconsider the closing of the bookstore if Ms. Angelini would take over full management of the store, and within one year “make the necessary improvements.” Given the current staffing shortages in the Library and her limited time to be involved in closing the store; the logistics necessary to close the bookstore; the community optics in closing the store when a long time volunteer was offering to make it successful; and Ms. Brown’s upcoming medical treatments, Ms. Brown felt that it would be wise to consider allowing Ms. Angelini to take over management of the store for a period of time.

It was noted that it needed to be communicated to Ms. Angelini again that the Friends organization has expressed no interest in assuming management of the bookstore if and when she decides to step down as manager. There was, also, concern that Ms. Angelini will continue to turn to Ms. Brown when problems arose.

Ms. Smith recommended that each Board member propose a series of objectives that Ms. Brown can vet and put together as an agreement with Ms. Angelini. These would include: discussion of the bookstore (either by email or phone) limited to a set amount of time on an appointment basis; the firing of problematic volunteers; and the necessity of showing a profit. The Board agreed that Ms. Angelina should be given an initial three months to meet the stated objectives, with three month renewals at Ms. Brown’s discretion.

A motion was made by Ms. Cosentino to support Ms. Brown in appointing Maria Angelini as the short term manager of The Field Library Bookstore. Goals and objectives are to be determined by the Library Director with specific time frames. Second by Mr. Galella; unanimous in favor.

4. There was another discussion about the leaking roof. Ms. Brown noted that the Library staff took preventive measure before the last rain storm by covering the children’s area, the back workroom and teen area. Even given the precautions, a new leak destroyed some files. Ms. Brown noted that the Department of Public Works did clean out the roof prior to the last rain storm and that helped matters. She did note that during one of the recent rainstorms a carpet became soaked from leaks and that the DPW was contacted immediately to provide fans. However, none were provided. It was noted again that the carpeting is the responsibility of the City. Ms. Brown and the Board expressed concern that the wet carpeting can create a mold situation.

Ms. Brown noted that the Library is dealing with a mouse problem. The kitchen was treated with chemicals; however, the smell of the chemicals was overwhelming.

5. Based upon a discussion at the previous Board meeting, Ms. Brown provided estimates as to what it would cost to increase the children's room hours. The objective is to provide more access to the children of working parents. The Library will provide an extra half hour immediately; if the Library budget passes, the Library will provide an additional six hours per week. Mr. Most noted that this is an opportunity to seek retired teachers to serve as tutors during these hours.

6. Because of a professional conference in November, Ms. Brown requested that the Board meeting be changed to the third Thursday in November (with the Friends meeting moved to the second Thursday).

7. Ms. Brown noted that she is hoping to shortly hire a new teen librarian. As noted previously, The Field Library's salaries have been significantly lower than those of the libraries in the rest of Westchester County. With the passing of the upcoming budget, the differential will be considerably narrowed. She indicated that when the budget passes, she will raise the salaries of the three non managerial librarians immediately.

8. The Board and Ms. Brown went into executive session to discuss: legal services (with a resolution passed); personnel issues; and the process by which new Board members apply to be on the Board.

9. A motion was made at 9.21pm by Mr. Most to adjourn; second by Ms. Kelly; unanimous in favor.