

The Field Library, Peekskill, New York

Regular meeting of the Board of Trustees Meeting, September 12, 2019

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

1. Ms. Smith called the meeting to order at 7:12pm.
2. The following minutes were approved:

7/11/19 regular session (with correction noting that Ms. Brown fell and fractured her wrist in the City parking garage on 6/26/19 and received medical attention) – moved by Mr. Alexander, second by Mr. Vega, unanimous in favor.

7/11/19 executive session – moved by Ms. Foster, second by Mr. Vega, unanimous in favor.

7/19/19 executive session – moved by Mr. Most, second by Ms. Kelley, unanimous in favor.

8/8/19 regular session moved by Ms. Foster, second by Cosentino, unanimous in favor.

3. A motion was made by Mr. Most to support the appointment of Mr. Francisco Miranda to the position of Adult Services Librarian, second by Mr. Galella, unanimous in favor.
4. Ms. Brown discussed the overhead projector in the Gallery and the need to have an upgrade done when the new projector is installed with a total sum of \$5900.. There was discussion about Ms. Brown discussing with the installers whether relocating the screen and projector would provide more viewing space. Mr. Most moved to have Ms. Brown spend the \$5900 from the State Bullet Aid, second by Mr. Bloom, unanimous in favor.
5. Ms. Brown asked that the November 2019 meeting be moved from November 14 to November 7. This was agreed upon by all.
6. Ms. Brown discussed the closing of the library during the upcoming desk remodel, painting, and rewiring from October 7 to 11. There was concern that patrons would have no place to use computers nor any place to read. Ms. Brown was asked to post notes by the computers informing patrons of the closing and the availability of other libraries, and see if the Nutrition Room would be available for readers. Full and part time staff will be paid for this time period; full time staff will be asked to complete training of some sort, review their collections, and complete their goals and objectives.

A motion was made by Mr. Vega to close the library for renovations from October 7 through October 11, 2019, second by Ms. Foster, unanimous in favor.
7. Because of the renovations, Ms. Brown will arrange for the next Board meeting on October 10 to place at The Field Library bookstore. To save money on printing, it was suggested that all Board members print their own Board Packets or read off their own devices.
8. It was recommended that Ms. Brown formally thank Maria Angelini for her work in the bookstore via a gift certificate.

9. Ms. Kelley discussed the City and library's involvement with the upcoming census. At the present time, the City does not have a census coordinator. Leaders in the Peekskill community will be invited to a "complete count committee" meeting to develop a strategy, and Terry Kirchner from WLS will come to the library to speak to staff. All of this has the objective of getting residents to fill out the census forms.

10. Mr. Most discussed working with an architect/designer for a complete redesign of the children's room, with the Friends' fundraising activities being directed toward that project. Ms. Kelley and Ms. Foster discussed grants from the State and the possibility of expanding the room's footprint. Getting ideas from the children's librarians at an early stage was, also, viewed as essential. Senator Harkham's office was viewed as a key starting point, and Ms. Brown was asked to schedule a meeting for herself and the officers.

11. Ms. Brown's annual review was discussed, and the need for each Board member to provide their input. Since many of the Board members no longer had the evaluation points, Ms. Foster offered to send them again.

12. Mr. Most moved to adjourn at 9:02 pm, second by Ms. Foster, unanimous in favor.