

The Field Library, Peekskill, New York

Board Meeting June 14, 2018

Present: Joe Galella, Melinda Cosentino, Mary Foster, Karen Kelley, Sandra Smith, Alan Most (taking notes), Jennifer Brown, Library Director

1. The meeting was called to order at 7.04pm by Ms. Smith.
2. Minutes were adopted from the May 10, 2018 meeting with corrections. Ms. Kelley moved to adopt the minutes; second by Ms. Cosentino; unanimous in favor.
3. There was an extended discussion regarding The Field Library bookstore. Ms. Brown indicated that a decision as to whether or not to keep the store open will need to be made by the end of 2018. It was suggested that the store provide statistics on when purchases are made to better determine when the store should be open. Sometimes the store is open late when there is an event in downtown. Maria Angelini, a volunteer, does all of the volunteer scheduling. There was a discussion about how to draw more traffic into the store: this included the selling of prepackaged food, better signage at eye level, putting the children's books at the front of the store, and Spanish signs in the window. Ms. Brown will invite Ms. Angelini to the next Friends of The Field Library meeting to discuss ideas about improving sales.
4. Ms. Brown discussed the possibility of the library keeping legal services on retainer. The question arose as to whether she should get formal or informal cost quotes. A motion was made by Ms. Kelley to have the library director secure a proposal from attorneys Whiteman, Osterman and Hanna, Jackson Lewis, and Bond, Schoeneck, & King for proposals for a retainer for legal services to cover an association library. Second by Mr. Galella; unanimous in favor.
5. Ms. Brown indicated that the library had secured 380 verified signatures to place the library budget on the November 2018 ballot. The remaining 100 signatures need to be secured during the summer to allow time for verification.
6. The monthly statistics were reviewed. As noted previous months, circulation declined from last year, while attendance has increased. The question arose as to whether there was a way to incent people to take out movies and books when they attend events at the library. Ms. Cosentino suggested "cross promotion" between the events and the titles available at the library for checkout.
7. Ms. Brown indicated that she will be meeting with City of Peekskill City Manager Richard Leins, Department of Public Works Director Brent Van Zandt and Facilities Manager Mark Fetzer regarding the "construction grant portal opening" and what renovations can take place. Ms. Foster suggested that immediate needs be addressed such as the heating system, elevator, and bathrooms. Ms. Foster suggested that the Board be copied on the Director's list of needs presented to the City staff.
8. Ms. Kelley reported that since there was on WLS meeting the previous month there is no report.
9. The Board of Trustees will meet during the summer months of July and August 2018.
10. Ms. Brown suggested the idea of a "donor tree" as part of a larger renovation. Further discussion was tabled until the next meeting.
11. Meeting adjourned at 8.41pm. Moved by Ms. Cosentino; second by Mr. Galella; unanimous in favor.