

Mamaroneck Library Board of Trustees Meeting
Minutes for April 22, 2020
Mamaroneck Library, Zoom (Virtual Meeting)

- I. Call to Order
 - Ellen Freeman, President, called the Public Board Meeting to order at 7:45 pm.
 - Board members present virtually: Martha McCarty, Joanne Shaw, Paul Ryan, Sid Albert, Clayton Otto, Suzanne Volpe, Nancy Tucci, Fiona Palmer, Janice Goldklang and George Mgrditchian
 - Also present virtually: Mary Soto, Business Manager and Edward Falcone, interim Library Director.
- II. Minutes
 - A motion to approve the minutes of the March 25, 2020 meeting was made by Nancy Tucci and seconded by Janice Goldklang and approved unanimously by the board.
- III. Financial Report –
 - Clayton Otto, treasurer, reported that the Library's financial status YTD is under budget by 5-7% but is expected to be on target.
- IV. Expenditures for Approval
 - Motion to approve the expenditures was made by George Mgrditchian and seconded by Joanne Shaw and unanimously approved by the board. Mary Soto, Business Manager ask that board member also email her their approval of the expenditures.
- V. Director's Report by Interim Director
 - Edward Falcone reported that the Governor has extended the closing of public places until May 15, 2020 and that both Joe DeRenzis and Mary Soto have been checking on the building and the books in the book drop.
 - The Director attended the Director's Association meeting where the WLS presented the beginnings of a framework that the 38 county libraries can follow for the reopening of the system. It is expected that when Libraries open, they will not be at full service. Four Westchester libraries will open on May 15th but other Libraries have not announced their opening dates including Mamaroneck. The Director reported that the library staff will be back before the actual opening date. Mr. Falcone is developing a plan for Mamaroneck opening based on the information from WLS and will report back to the Board as it develops. Returned books will be quarantined for 72 hours before they go back into circulation and there will not be an exchange between libraries in the beginning of the reopening.

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VI. Staff Report

- Each leadership person wrote individual reports on their productivity during the shutdown.
- Together with the Director, the leadership staff is working on revamping the Library's website and evaluating programing via Zoom and UTube.

VII. Old Business

- Clean Air Quality Services is in the process of building the new cooling tower and the installation should take place in June or July 2020.
- The Facilities Manager is comparing prices and quality in order to purchase an electrostatic disinfecting sprayer.

VIII. New Business- the Board was asked to approve the attached resolution:

BOARD RESOLUTION

WHEREAS, disciplinary charges dated January 31, 2020 were preferred against "Library Employee" pursuant to Section 75 of the New York State Civil Service Law; and

WHEREAS, the Mamaroneck Public Library ("Library") thereafter resolved to appoint Peter A. Korn as the Hearing Officer in the Matter of Disciplinary Proceedings against "Library Employee" pursuant to the disciplinary charges dated January 31, 2020; and

WHEREAS, an amended set of disciplinary charges dated February 7, 2020 was preferred against "Library Employee" pursuant to Section 75 of the New York State Civil Service Law; and

WHEREAS, a second amended set of disciplinary charges dated April 20, 2020 have been preferred against "Library Employee" pursuant to Section 75 of the New York State Civil Service Law; and

NOW, THEREFORE, BE IT RESOLVED, that the Mamaroneck Public Library ("Library") hereby clarifies and also appoints Peter A. Korn as the Hearing Officer in the Matter of Disciplinary Proceedings against "Library Employee" pursuant to the *second amended set of disciplinary charges dated April 20, 2020*, including any future or additional amended charges as may become necessary for "Library Employee." The Hearing shall be conducted in accordance with Section 75 of the New York State Civil Service Law. Mr. Korn is hereby directed to cause a

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transcript to be made of such Hearing, which shall be referred to the Library Board of Trustees (c/o Ellen Freeman, Board President), along with his findings of fact and recommendations as to penalty, if any, for review and final decision by the Library Board of Trustees. The Library shall be responsible for paying the fee charged by Mr. Korn to serve as the Hearing Officer in the Matter of Disciplinary Proceedings against "Library Employee", \$1,200.00 for each Hearing day and \$200.00 per hour for report, and as detailed in an itemized invoice he shall provide to the Library.

Dated: April 22, 2020

Moved by: __George Mgrditchian

Seconded by: ____Janice Goldklang

Votes:

Ayes: _10

Nays: _0

IX. Adjournment

- A motion to adjourn the meeting at 8:22 pm was made by Suzanne Volpe and seconded by Sid Albert and unanimously approved by the board.

Respectfully submitted,
Joanne Shaw, Secretary