

Mamaroneck Library Board of Trustees Meeting
Minutes for July 22, 2020
Mamaroneck Public Library

- I. Call to Order
 - Ellen Freeman, President (present virtually), called the Board Meeting to order at 7:47pm.
 - Board members virtually present were: Joanne Shaw, Paul Ryan, Fiona Palmer, George Mgrditchian, Sid Albert, Nancy Tucci, Clayton Otto, Janice Goldklang, Sonya Giacobbe and Elenita Chimilowski
 - Also present virtually: Interim Library Director, Edward Falcone and Business Manager, Mary Soto
- II. Minutes
 - A motion to approve the minutes from the June 24, 2020 meeting was made by Janice Goldklang and seconded by Joanne Shaw and approved unanimously by the board.
- III. Financial Report
 - Clayton Otto reported that the Library's financial status for the first month of the fiscal year is good and we are well under budget as is to be expected with the closure and partial reopening. Preparation for next year's budget will begin in the next few weeks and Clayton encouraged other board members to participate in the process.
- IV. Expenditures for Approval
 - Motion to approve the expenditures was made by Paul Ryan and seconded by Elenita Chimilowski and unanimously approved by the board.
- V. Director's Report by Interim Director
 - Edward Falcone reported on the continues success of the reopening of the library and the increase in the open hours to six on Monday through Friday. It has been a manageable experience to date with patrons adhering to social distancing rules. Most of the public areas are open and once other libraries in the region open, there should be less pressure on the library.
 - Ed took advantage of the opportunity to apply for a COVID-19 mini grant from WLS and secured a grant to purchase more e-books.

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- Ed recommended the hiring of Marcello Perez for the position of part-time Circulation Clerk at a rate of \$13.50/hour. A motion to approve this hire was made by George Mgrditchian, seconded by Clayton Otto and unanimously approved by the board.
- The board commended Ed and the staff for their hard work to ensure the smooth and safe reopening of the library.

VI. Committee Reports as reported by Library staff

- The library staff has been hard at work reinventing library programming and services in the new environment. The patrons are excited to be able to come to the library and are appreciative of the assistance they have been getting from the staff regarding on-line programming and virtual reading programs.
- In addition, the staff continues to attend webinars for professional development.
- Joe DeRenzis reported on the challenges he has been facing to begin work on the HVAC system as well as several repairs and projects such as installation of the infrared door traffic counting system for the main entrance.
- Ellen Freeman suggested that Joe prioritize a list of things that may need replacing/repair in the coming year as the building is beginning to age.

VII. Old Business

VIII. New Business

- The board agreed that the Interim Director may proceed to negotiate a contract with Full Deck Design for approximately \$9,800 for a redesign of the library website.
- The board agreed that the Interim Director may proceed to pursue the hire of a Children's Librarian at a salary of \$45,000/year. The hire will be approved at the next board meeting.

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- Revisions to the Reopening/Safety Plan were proposed by Ed pursuant to new regulations by the Governor with regard to quarantine procedures when travelling out of NY state as well as changes to the plan since the reopening. A motion to approve the modifications was made by George Mgrditchian, seconded by Paul Ryan and unanimously approved by the board.

IX. Executive Session

- A motion was made by Nancy Tucci, seconded by Janice Goldklang and unanimously approved by the board to enter Executive Session at 8:35 PM to discuss a personnel issue.
- A motion was made by Paul Ryan, seconded by Joanne Shaw and unanimously approved by the board to end Executive Session at 8:57 PM.

X. Adjournment

- A motion to adjourn the meeting at 9:00 PM was made by Joanne Shaw and seconded by Ellen Freeman and unanimously approved by the board.

Respectfully submitted, Nancy Tucci, Secretary