

Mamaroneck Library Board of Trustees Meeting
Minutes for May 27, 2020
Mamaroneck Library, Zoom (Virtual Meeting)

- I. Call to Order
 - Ellen Freeman, President, called the Public Board Meeting to order at 7:33 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 and Elenita Chmilowski, new Board Member.
- II. Minutes
 - A motion to approve the minutes of the April 29, 2020 meeting was made by George Mgrditchian and seconded by Joanne Shaw and approved unanimously by the board.
- III. Financial Report –
 - Clayton Otto, treasurer, reported that the Library's financial status YTD is under budget.
- IV. Expenditures for Approval
 - Mary Soto, Business Manager explained to board that she would be sending this month's expenditure via email to each board member and is requesting an email of questions and the approval of the expenditures to her.
- V. Director's Report by Interim Director
 - The Director recommends the promotion of Patricia Byrne to a Library II at a salary of \$70,800 effective June 1, 2020. A motion was made by Nancy Tucci and seconded by Paul Ryan and unanimously approved by the board.
 - The Director recommends the promotion of the custodian, Gerardo Benavides, from a part time to full time position at a salary of \$38,000 plus the cost of his benefit package. A motion was made by Paul Ryan and seconded by Sid Albert and unanimously approved by the board.
 - Edward Falcone reported that Westchester Libraries should open by early July and went on to presented his first Draft of his Reopening/Safety plan for the Mamaroneck Library. This plan was developed in conjunction with New York State's Executive Orders and operating guidance and reviewed by legal counsel. After a discussion, a motion was made by Nancy Tucci and seconded by Paul Ryan and unanimously approved by the board to accept this first draft with the expectations that the plan will change based on evolving information on how to reopen Libraries during the CoVID 19 pandemic.

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VI. Staff Report

- The Board thanked the staff for their in-depth reporting on their activities during the Library's closure. Mr. Falcone praised the staff for their productivity during the shutdown as well as their effort to work on the upcoming changes including the changes to the web site.

VII. Old Business

VIII. New Business

- A motion was made by Sid Albert and seconded by Nancy Tucci and unanimously approved by the Board to extend the contract of the Interim Director, Edward Falcone for 3 months with a continuance of the same terms. The Board is grateful for Mr. Falcone's leadership and guidance during this very difficult time.
- The Facilities Manager and the Director will make some changes to the cleaning schedule and services because of the increased work caused by the pandemic.
- Suzanne Volpe, informed the Board that she will be moving out of the district and, therefore, she will be unable to carry out her duties to this board. She will formally resign when the date is certain.
- The Board officially thanked Martha McCarty for her dedication, hard work and her 6 years of service to the board.

IX. Executive Session

- A motion was made by Janice Goldklang and seconded by Fiona Palmer at 8:35 pm and unanimously approved by the Board to go into Executive Session to discuss a legal matter and a personnel issue with regards to the replacement of the Director.
- A motion to leave Executive session was made by George Mgrditchian and seconded by Paul Ryan at 8:52 pm and unanimously approved by the Board to leave executive session.

Adjournment

- A motion to adjourn the meeting at 8:53 pm was made by Suzanne Volpe and seconded by Sid Albert and unanimously approved by the board.

Respectfully submitted,
Joanne Shaw, Secretary