

Mamaroneck Library Board of Trustees Meeting
Minutes for September 23, 2020
Mamaroneck Public Library

I. Call to Order

- Ellen Freeman, President called the Board Meeting to order at 7:45 pm.
- Board members present were: Joanne Shaw, Paul Ryan, Fiona Palmer, George Mgrditchian, Sid Albert, Nancy Tucci, Sonya Giacobbe and Elenita Chimilowski
- Also present: Interim Library Director, Edward Falcone and Business Manager, Mary Soto
- Present virtually: Clayton Otto, Janice Goldklang,

II. Minutes

- A motion to approve the minutes from the July 22, 2020 and September 11th meeting was made by Joanne Shaw and seconded by Sid Albert and approved unanimously by the board.

III. Financial Report

- Clayton Otto reported that the Library's financial status for the current fiscal year. We are currently about 2% over budget due to a slight change in the expected VOM debt service. In spite of all unanticipated expenditures due to COVID compliance, the status of the library finances is sound.
- Work on the budget for the 2021-2022 fiscal year will commence in the next month and volunteers from the board were sought to work on its preparation.

IV. Expenditures for Approval

- Motion to approve the expenditures was made by Paul Ryan and seconded by Nancy Tucci and unanimously approved by the board.

V. Director's Report by Interim Director

- Ed reported that the library has reached the pre-COVID schedule of seven-day service including evenings, with an average of 150-200 patrons/day. Safety guidelines have been followed mostly without incident and staff has worked hard to ensure patron safety. It is still not clear when in-house programming can resume.
- Work has commenced on the new web site.
- Nearly 400 patrons visited the library on August 5th in search of internet access in the wake of hurricane Isaias.

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- Ed has agreed to stay on as Interim Director until October 22 to assist in the transition for the new director, Jennifer O'Neil who will begin on October 14th.
- The Interim Director recommended the hiring of two part-time staff: Miriam Saphra for the position of Librarian I (\$27.50/hr.) and Melissa Victoria for the position of Library Assistant (\$17.43/hr.). A motion to approve these hires was made by Elenita Chimilowski, seconded by George Mgrditchian and unanimously approved by the Board.
- Ed announced the resignation of Teen Librarian Ellen McTyre.
- Ellen Freeman, on behalf of the board, enthusiastically thanked Ed for his tenure as Interim Director. She noted that he was able to re-open the library quickly and safely and much earlier than the surrounding libraries. During the pandemic he motivated staff to continue to provide on-line programming and professional development and in addition, was able to use this time to re-organize the library and weed out the current collection.

VI. Committee Reports as reported by Library staff

- Staff has been working hard to accommodate patrons safely in this new environment. There has been an increase of new patrons since many of the neighboring libraries have not been open to full capacity. Hurricane Isaias also drew more people to the library in search of internet resources but staff was happy to report that they were able to meet the challenges safely and without incident.
- Staff is continuing to provide creative on-line programming. The Children's Library "Take and Make" kits were very popular.
- The Facilities Manager has continued to ensure that the library is following cleaning protocols for COVID-19. Donations of old and damaged books were made and the installation of the new cooling tower is being coordinated with village officials.

VII. Old Business