

**Mamaroneck Library Board of Trustees Meeting
Minutes for February 23, 2022
Mamaroneck Public Library**

- I. Call to Order:
 - Ellen Freeman, President, called the meeting to order at 7:50 pm.
 - Board members present: Ellen Freeman, Paul Ryan, Clayton Otto, Fiona Palmer, Elenita Chmilowski, Sonya Giacobbe and Nancy Tucci
 - Board Members present remotely: Joanne Shaw and Janice Goldklang
 - Also present: Mary Soto, Business Manager, and Patsy D'Ambrosio, Technical Support Specialist
 - Absent: Jennifer O'Neill, Library Director, Sid Albert and George Mgrditchian

- II. Minutes of January meeting:
 - A motion to approve the minutes from the January 22, 2022 meeting was made by Elenita Chmilowski, seconded by Paul Ryan and unanimously approved by the board.

- III. Financial Report - Clayton Otto:
 - The financial report YTD shows that we are slightly under budget year-to-date.

- IV. Expenditures for Approval:
 - A motion to approve the expenditures was made by Paul Ryan and seconded by Nancy Tucci and unanimously approved by the board.

- VI. Director's Report:
 - The board agreed that Joe DeRenzis should proceed and get estimates for repair work that requires immediate attention.
 - There was a discussion last meeting regarding a one-time allocation of additional money to buy more books for the adult, YA and children's sections (including e-books and Spanish titles). The board has requested a percentage breakdown by category on how the money is to be allocated.
 - There will be another book sale on March 5th
 - Preparation for the centennial celebration is ongoing with Maxine Bleiweis.
 - Mary and Jennifer have a call scheduled with FEMA in an effort to discuss the outstanding cleaning bill.
 - Search for a PR position is ongoing.

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VII. Committee Reports:

- Architect RFP Review Committee met and has narrowed down the list of candidates to three. Ellen, Elenita and Nancy have volunteered to call for references. So far, the reviews have been favorable. The committee will report again next meeting.

VIII. Old Business:

- Clayton reviewed potential budget dollar ranges that could be used for the construction project that are within our obligations to keep reserves on hand for debt servicing.
- Mary supplied the board with statistics comparing libraries in Westchester on several indices such as circulation, numbers of members served, hours open, square footage, etc. The board will continue to review these statistics and look for ways to improve service at the library.

IX. New Business:

X. Executive Session:

XI. Adjournment:

- A motion to adjourn the meeting at 9:10 pm was made by Nancy Tucci and seconded by Elenita Chmilowski and unanimously approved by the board.

Respectfully submitted,
Nancy Tucci