

**Mamaroneck Library Board of Trustees Meeting
Minutes for January 25th , 2023
Mamaroneck Public Library**

- I. Call to Order
 - Ellen Freeman, President, called the meeting to order at 7:49 pm.
 - Board members present: George Mgrditchian, Liliana Diaz-Pedrosa, Ellen Freeman, Sonya Giacobbe, Elenita Chmilowski, Clayton Otto, Sid Albert, Paul Ryan, Fiona Palmer
 - Board members present remotely: Joanne Shaw, Janice Goldklang
 - Also present: Jennifer O'Neill, Library Director,

- II. Motion to approve minutes
 - A motion to approve the minutes from the November 2022 meeting was made by Elenita Chmilowski and seconded by Sonya Giacobbe and unanimously approved by the board.

- III. Motion to approve expenditures
 - A motion to approve the expenditures was made by Paul Ryan and seconded by Clayton Otto and unanimously approved by the board.

- IV. Financial Report
 - Financial report was presented by Clayton Otto, Treasurer.
 - As of December 31st, we are 58% through the year, and have used 60% of the budget, as they are variables, a couple of percentage over is not material or a concern.

- V. Matters to vote on
 - A change in purchasing policy, recommended by auditors, was circulated and confirmation of change was voted on - ALL IN FAVOR
 - A decision to have art collection appraised was discussed and voted on - ALL IN FAVOR
 - Confirmation of an email vote was noted - on 12/29/2022 a motion to transfer funds from restricted to unrestricted funds was made in connection with the payment of debt service. The transfer is to be dated 5/31/2022. Motion was voted on digitally and ALL IN FAVOR

- VI. Discussion of the Director's Reports for November and December
 - Update on Young Adult (YA) librarian - open position

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- Despite having adjusted the salary range offered, the civil service list has yielded no suitable candidate to hire for the open YA Librarian position. Only two applications, both unsuitable for the position.
 - The Teen Room has thus been closed to patrons since November 1st 2022. Requested materials can be gathered by a staff member.
 - Board discussed solutions to this unsatisfactory situation and a suggestion was made to move some or all of the collection to empty shelves on the mezzanine level. This would give patrons a chance to browse independently and again and is deemed a necessary step because of the unknown duration until a new YA Librarian can be hired
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- Director noted that 6 of our staff currently work at other libraries part time. They are free to do so. Offering them more hours at Mamaroneck is not feasible as benefits and pay would be altered by additional hours worked.
 - Update on re-modelling plans and need to communicate intentions to the architect.
 - We need to communicate the next steps to the architect, Anthony Iovino.
 - First topic discussed - What can we afford to do? When we initially interviewed architects and listed our intentions we were operating in a different environment. Inflationary pressures have changed the financial obligations for the library. Initially the intention was to draw down on reserves with new environment, reserves are less. Most notably pressure on salary increases impact the likely budget for other projects.
 - Treasurer, Clayton Otto, indicated that \$500,000 was a feasible amount to spend
 - Second topic discussed - If the work proposed was to be split into phases would the priority in the near term be remodeling the teen room (and other areas of the basement floor plan, bathrooms) OR redesign of the entrance lobby area. A board poll showed that while all members are strongly in favor of both phases the teen room/basement configuration is the priority.
 - An advert has been circulated to find an event planner who can coordinate the centennial fundraising event. Sub-committee is working on finding an author for the event.

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- Union has requested that Juneteenth should be a library holiday. It was decided that this would be a holiday as of June 19th 2023.

VII. Adjournment

A motion to adjourn the meeting to executive session was made by Geroege Mgrditchian at 09:35 and seconded by Elenita Chimlowski.
Executive session was required to discuss compensation

Executive session was closed and meeting adjourned at 10:38

Respectfully submitted,
Fiona Palmer