

MINUTES OF LIBRARY BOARD OF TRUSTEES MEETING

April 3, 2008

7:15 pm

Approved May 1, 2008

Present: George Hayward, Howard Jacobs, Thomas McCarthy, Estelle Palevsky, Susan Wolfert; Diana Juettner, Town Board Liaison, Eugenie Contrata, Library Director

Visitors: Judy Chriss, Marjorie Phillips, Eva Yasgar

President Jacobs called the meeting to order at 7:30 p.m.

Vice President Wolfert moved the minutes from the February 28, 2008 meeting be accepted as presented. Trustee McCarthy seconded the motion and it was unanimously approved.

Secretary/Treasurer Hayward said the bills had been reviewed and were in order. Secretary/Treasurer Hayward made a motion to approve the bills from February 21, 2008 through March 17, 2008, in the amount of \$17,892.13, for payment. Trustee Palevsky seconded the motion and it was unanimously approved.

Vice President Wolfert had several questions about the Treasurer's Report and then moved to approve it. Secretary/Treasurer Hayward seconded the motion and it was unanimously approved.

Foundation

At the request of the Library Board the Greenburgh Public Library Foundation President Judy Chriss addressed the Library Board. Ms. Chriss gave a short history of her involvement with the Foundation saying that she started at the Foundation in January 2006. At that time the Foundation was not active. Ms. Chriss said that Secretary/Treasurer Hayward helped straighten out the legal aspects that needed addressing and that the Foundation currently has a Board of Directors with 16 members.

Ms. Chriss reported that there is currently a bank balance of \$93,500 which includes the \$47,500 early literacy project grant from the Bezos Family Foundation and a beginning balance of \$12,000. She said there had been payments made for the publication of the brochure, mailings and other incidental expenses, estimating the Foundation had raised approximately \$35,000 to \$40,000 in the last two years.

Vice President Wolfert suggested alternating liaisons at the respective meetings of the Library Board and Foundation.

Vice President Wolfert asked if the Foundation was targeting local corporations. Ms. Chriss said they had not. Ms. Chriss said the way to receive large donations was by hiring a professional fund raiser. She said she had been hoping to hire a grant writer and a professional fund raiser.

Ms. Chriss said she had asked the Library Board to give the Foundation a list of names of potential donors.

Ms. Chriss said the Foundation is planning an event for June and was planning another big mailing.

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Ms. Chriss asked for a fundraising goal from the Library Board.

Director Contrata said she was working on a list of specific items the new building would need and would pass it on to the Foundation as fundraising opportunities.

Ms. Chriss said the Foundation was working on a naming opportunities list for small donors.

Ms. Chriss said the Foundation was going to issue press releases, had been promised an editorial in the Journal News and had taped the Talking with Timmy Show with Timmy Weinberg.

President Jacobs suggested the Foundation speak to the Association of Developers for possible contacts of professional fund raisers and visit the Volunteer Center which had many connections.

There was discussion about donor recognition.

Building Committee

Trustee Palevsky said Triton Construction had reported the following:

- The brick walls in the building were going up.
- The curtain wall for the swoop is currently being constructed
- All the glass needed is now on site.
- The ceiling in the original building is currently being installed, which includes light fixture, vents, air conditioning etc.
- The taping and spackling of the original structure was almost complete and almost ready for painting.
- Library Interiors is in the process of scheduling the measuring for the shelving. Library Interiors negotiated a lower price from the preferred shelving company by 3%.

Trustee Palevsky moved to open Executive Session to discuss legal and personnel issues at 8:50 p.m. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee Palevsky moved to close Executive Session at 9:45 p.m. Vice President Wolfert seconded the motion and it was unanimously approved.

Vice President Wolfert moved to adjourn the meeting. Trustee McCarthy seconded the motion and it was unanimously approved.

The meeting was adjourned at 9:50 p.m.

Minutes transcribed by Cory Deitchman, Assistant to the Library Director.