

**MINUTES OF LIBRARY BOARD OF TRUSTEES MEETING, January 25, 2007**

**7:15 pm**

Approved March 1, 2007

Present: Ginger Grant, George Hayward, Howard Jacobs, Estelle Palevsky, Susan Wolfert; Eugenie Contrata, Marilyn Greiner

Visitors: Robert Reninger, Hal Samis

President Jacobs asked if any visitors had any questions or comments.

Mr. Reninger asked if the temporary locations were ADA compliant, specifically if wheel chairs were able to negotiate around the shelves. Mr. Reninger asked if the fire codes were being complied with and how the Library was planning to secure its items in the temporary locations.

Mr. Samis asked if the Library Board had or is pursuing additional temporary locations. Vice President Wolfert said the Board had pursued additional temporary space without success. Mr. Samis said that the Parking Authority had offered space for a trailer in Hartsdale and thought that as long as the Library paid for the parking spaces that seemed to be a good location for a temporary location for the Library.

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

Vice President Wolfert moved the minutes from the December 21, 2006 meeting be accepted as presented. Trustee Palevsky seconded the motion and it was unanimously approved.

Secretary/Treasurer Hayward said the bills have been reviewed and were in order. Secretary/Treasurer Hayward moved the bills ending December 31, 2006 in the amount of \$63,701.99 and the bills from January 1, 2007 through January 17, 2007 in the amount of \$8,478.76 be approved for payment. Vice President Wolfert seconded the motion and it was unanimously approved.

Vice President Wolfert moved to approve the Treasurer's Report. Trustee Palevsky seconded the motion and the Treasurer's Report was unanimously approved.

Vice President Wolfert formally congratulated the staff on a terrific job well done regarding moving into and setting up the temporary locations. On behalf of the staff, Acting Library Director Contrata accepted her congratulations, expressing gratitude for the Board's support. Acting Director Contrata said the Library was off to a fantastic start in the temporary locations, in no small measure because of the effort of the staff. President Jacobs said that the morale of the Library staff was remarkable considering the disruption of moving and starting in a new location.

In accepting the Board's words of commendation, Acting Director Contrata said the staff was glad the move to temporary locations was over and that the staff had worked extremely hard. She pointed out that former Director Demita Gerber had worked hard to prepare the staff for change and this had helped tremendously. Acting Director Contrata

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will extend the Board's congratulations to the staff at the Friday morning staff meeting, January 26, 2007.

President Jacobs said the new website looked very good, better than most library websites. Acting Director Contrata said the new website was designed by Timothy Wood with a grant received from former State Senator Nicholas Spano. She thanked Andrew Farber, Nancy Burkley, and Karen Herouart for their hard work in getting the website launched in such great shape.

Vice President Wolfert suggested Library administration speak to Joe Lucasey to send a town wide e-mail alerting citizens that the Library has a new website, has opened up the temporary locations and will have a groundbreaking ceremony on Saturday, January 27, 2007 at 1:30 pm.

President Jacobs mentioned that former Greenburgh Central 7 Superintendent Bob Freelow would make an excellent choice for a book discussion/signing for February, as his book, *At Rainbow's End*, takes place just after the civil war with the advent of the Ku Klux Klan. Acting Director Contrata said she was going to have a meeting with Town Clerk Alfreda Williams regarding space for programs.

President Jacobs said the Library has to change the name of the Union Day Care Center on the Library's website to the Lois Bronz Children's Center.

### Administration Report

Secretary/Treasurer Hayward asked if Library staff was in the process of changing the agency codes on the items at Olympic Lane. Acting Director Contrata said all the agency codes had been changed from GRE to GTH (Greenburgh Town Hall) or GOL (Greenburgh Olympic Lane). Items keeping the agency code GRE will have their status changed to storage.

### Building Committee

Trustee Palevsky, Chairperson of the Building Committee reported that the fence posts for the construction site had been erected.

### Foundation Report

Assistant Director Contrata said she had attended the Foundation meeting of January 16, 2007. Trustee Leiterman also attended as the newly designated liaison to the Foundation. Assistant Director Contrata said it would make sense for the Library Board and the Foundation to draft a fundraising/naming policy together. She reported the Foundation had set up a committee of three individuals to meet with the Library Board.

### Old Business

There was discussion regarding the sign in procedure for patrons using the temporary Library at Town Hall. Vice President Wolfert moved to resolve *that the Library Board of Trustees honor the security procedures at the Greenburgh Town Hall by requiring*

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*Library patrons to sign in at the circulation desk when going to the temporary library at the Town Hall.* Secretary/Treasurer Hayward seconded the motion and the resolution was unanimously approved.

There was discussion about the proposed holiday schedule. Trustee Grant moved to approve the 2007 holiday schedule as presented (see attached). Trustee Palevsky seconded the motion and it was unanimously approved. At a later date the Board will talk about whether the Library should open on the day after Thanksgiving.

New Business

Vice President Wolfert nominated Howard Jacobs as President of the Board. Trustee Grant seconded the nomination and the Board voted unanimously to approve the appointment.

Trustee Palevsky nominated Susan Wolfert as Vice President of the Board. Secretary/Treasurer Hayward seconded the nomination and the Board voted unanimously to approve the appointment.

Vice President Wolfert nominated George Hayward as Secretary/Treasurer of the Board. Trustee Palevsky seconded the nomination and the Board voted unanimously to elect George Hayward as Secretary/Treasurer of the Library Board.

Vice President Wolfert moved to appoint committee members as presented (see attached). Secretary/Treasurer Hayward approved the motion and it was unanimously approved.

Trustee Grant was appointed to the Library Board for another term, extending from January 2007 through December 2011.

The Board rescheduled the next Library Board meeting, changing the meeting from Thursday, February 22 to Thursday, March 1, 2007 and the March meeting from March 22 to March 29, 2007.

Trustee Palevsky moved to close the open session of the Board and go into Executive Session to discuss personnel issues. Vice President Wolfert seconded the motion and it was unanimously approved.

Trustee Palevsky moved to go back to Open Session and adjourn the meeting. Secretary/Treasurer Hayward seconded the motion and it was unanimously approved.

The meeting was adjourned at 8:40 pm.

The next meeting will be held on Thursday, March 1, 2007 at Town Hall.

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