

MEETING  
BOARD OF TRUSTEES  
February 28, 2017  
LOCATION: POUND RIDGE LIBRARY DISTRICT  
TIME: 7:30 P.M.

PRESENT: Pat Dauer, Richard Esman, Michele Gage, Gerry Kaplan, Miriam Schindel, Ken Turner, Carl Weinberg

7:35pm President Schindel opened the meeting.

A Quorum was present throughout the meeting.

Motion by Carl Weinberg, seconded by Ken Turner, to approve minutes of Feb. 7, 2017. Approved unanimously.

Status of Library Director Search:

Discussion of fixing dates for interviews with several candidates. Interviews to be held Saturday, March 18<sup>th</sup>, 1-4pm.

Status of Annual Report to NYS Education Department:

Steven Brussels providing information for annual report. We have extension until March 8<sup>th</sup> from WLS to file report which was due Feb. 28<sup>th</sup>. Treasurer Kaplan will send report to all Trustees for approval.

Report on General Public Response to Withdrawal of PRAS:

President reports muted response. Scant Letters to the Editor say carry on with the Library business.

Discussion of unauthorized vehicle in upper parking lot which turned out to belong to a neighbor. Do we need signs 'No Parking'? Consensus of the Board is that no action is required right now.

Discussion of child inadvertently hit by closing of Library door. No apparent injury. Librarian Ramsay talked with mother who said child is sensitive to injuries because of past accident. President Schindel suggests having Mother sign a paper that the Library inquired about the child's health. Vice President Weinberg suggests filing an internal accident report. Carl Weinberg to draw up a form for this.

Status of Tinter Litigation:

Nothing new to report at this time.  
Treasurer reports that Ms. Tinter dropped off check to cover dental insurance.  
President Schindel reports that Ms. Tinter signed for letter asking for information relating to Library business.

President Schindel made contact with Ari Fleischer's local office. He is willing to speak at the Library but is traveling right now. Schindel will follow up with his assistant.

President acknowledges contribution of Microwave from cottage resident.

Discussion of Open Meetings Law:

Website to post schedule of Board meetings for the entire year.

Facilities Committee Report:

Automated Doors: Ken Turner reports that all approvals have been received. Competitive bids coming in. Meeting with Architect R. Beeler regarding additional exterior renovations.

Committee will make a list of issues for Architect to consider in planning renovations, including improving the kitchen, parking and ADA requirements. Michele Gage to draw up the list to send to Trustees and Architect. Meeting with Architect scheduled for March 14<sup>th</sup> at 7pm.

Approval of Financial Report for January 2017 postponed until Steven Brussel and KMG issue correct report.

Gerry Kaplan reports on search for Independent Auditor:

Gerry has contacted 4 firms and will request an RFP. President Schindel asks that the past O'Connor-Davies report and the recommendations made to the Library during the last audit should be reviewed by the present Board. Librarian Ramsay to find the report.

Report of Adult and Technology Look Ahead Committee:

Richard Esman and Vanessa Harrington distribute spread sheet with proposed programming for the year and estimated costs of suggested programs. Mr. Esman reports there is \$12,000 we are allowed to spend on events, not including Museum Passes. Trustees approve expenditures for many programs.

President Schindel suggests we need another staff member. We have certification for Library Asst. 1.

Discussion of Budgeting for Programs. Income/expense statement categories being redrawn with more specificity.

Discussion of whether we can/should charge for programs.

President Schindel asks Librarians to make up follow-up questionnaire for program attendees to fill out to evaluate the program.

Librarian Alan Ramsay to come up with programs for the PR Recreation Department.

Librarian also reports that new library cards are in.

Invasive Project:

Carrie Sears and Land Conservancy to meet at Library on April 30<sup>th</sup>, 6-9pm. Librarian Ramsay offers to work during that period. Project is co-sponsored by the Library.

President Schindel requests that one or more trustees attend all events at the Library and in town.

Librarian Ramsay distributes door counts for Library. Discussion of the purpose and usefulness of a door count.

Librarian Ramsay reports that ALA considers children to be age 18 when considering access to pornographic material.

Erin Jocelyn with SunCatchers program wants to do paper craft in March and wants to use the oven to heat the paper. Board decides she should do the craft without using the oven. Board approves fee for the class. Librarian to establish budget for the class beforehand.

Children's Look Ahead Committee members Carl Weinberg and Gerry Kaplan to meet with Librarian Ramsay to set up summer programming. Ramsay to draw up proposals for the committee to consider.  
No public comments.

Open meeting closed 10:00pm

Executive Session Opens 10:00pm to discuss search for Library Director. Trustees to review resumes of 5 applicants and agree on order of interviews.

Executive Session ends 10:06 pm.

Meeting adjourned 10:07pm

Next meeting scheduled for Wednesday, March 15, 2017

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