

**MINUTES OF LIBRARY BOARD OF TRUSTEES MEETING**

**February 28, 2008**

**7:15 pm**

Approved April 3, 2008

Present: Mindy, Leiterman, Thomas McCarthy, Estelle Palevsky, Susan Wolfert; Diana Juettner, Town Board Liaison, Eugenie Contrata, Library Director, Marilyn Greiner, Assistant Library Director

Vice President Wolfert called the meeting to order at 7:20 p.m.

Vice President Wolfert said that Secretary/Treasurer Hayward had been in the hospital, but was now recuperating at home.

Trustee Palevsky moved the minutes from the January 24, 2008 meeting be accepted as presented. Trustee McCarthy seconded the motion and it was unanimously approved.

Vice President Wolfert said the bills had been reviewed and were in order.

Vice President Wolfert made a motion to approve the bills through December 31, 2007, in the amount of \$925.42, for payment. Trustee McCarthy seconded the motion and it was unanimously approved.

Vice President Wolfert made a motion to approve the bills from January 17, 2008 through February 20, 2008, in the amount of \$15,350.37, for payment. Trustee Palevsky seconded the motion and it was unanimously approved.

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

Trustee Palevsky said that Lisa Areford, of the New York State Education Department, had sent Supervisor Feiner a letter stating that the Library Board of Trustees is responsible for how the Library allocates the budget appropriation from the Town.

**Personnel Committee**

The Personnel Committee said there were issues to discuss during Executive Session.

**Building Committee**

Trustee Palevsky said Triton Construction had reported the following:

- The handrails for the handicap ramp had been completed, completing the handicap ramp.
- The curtain wall for the swoop was in fabrication.
- The interior framing for both the old and new structure was in process.
- The taping and spackling of the original structure was in process.
- The structural steel for the main stairwell has been erected.
- The electricity has been connected to the building.
- The water has been connected to the building. The water is being supplied by the Town of Greenburgh.
- Temporary heat is being used for the interior work.
- Bids for the flooring/carpeting were scheduled to be open on Friday, February 29, 2008.

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Trustee Palevsky said that the building committee had met on Tuesday, February 26 and many decisions on the furniture, carpeting etc. had been made. Administration will give a presentation to the Board when the final choices are established.

Trustee Palevsky said an O.A.T. (Owner, Architect, and Triton) meeting would be held in approximately 2 weeks.

**Foundation**

Trustee McCarthy said he had attended the Foundation meeting on February 5. Trustee McCarthy also agreed to be the liaison to the Foundation with another Trustee as backup. Trustee McCarthy said the question of the Memorandum of Understanding (M.O.U.) had come up at the Foundation meeting. Trustee Leiterman said there were not many differences between the Library Board's and Foundation Board's version and will send the latest version of the M.O.U. to Trustee McCarthy. There was discussion about the Foundation's progress. Director Contrata said the Foundation was looking into having a small event, such as a cocktail reception to raise funds. Foundation President Judy Chriss was investigating pricing structures from possible venues. The Board decided to invite Foundation President Judy Chriss to the next Library Board meeting.

**Old Business**

Secretary/Treasurer Hayward had agreed in a phone call with Director Contrata to accept his appointment as Secretary/Treasurer and to serve on the committees he was appointed to.

Trustee Leiterman accepted her committee appointments.

**New Business**

Trustee Palevsky moved to approve sending Librarian Kate Colquitt to the one day New York Library Association's Youth Services Section Annual Spring Conference on April 11, 2008. Trustee Leiterman seconded the motion and it was unanimously approved.

There was discussion about the Lanza Family Foundation's grants to the Town for \$12,500 to open the Library on Sundays and \$25,000 to operate the Cybermobile for approximately 3 months. Director Contrata said she was told by the Philanthropy Department that the Lanza Family Foundation had been promised by Supervisor Feiner that their name would be put on the Cybermobile and that the driver would be paid for by the Town. Supervisor Feiner has told Director Contrata that the driver will be paid for out of the \$25,000 grant. The Lanza Family Foundation will require weekly reports on the Cybermobile.

Trustee Palevsky moved to adopt a new Cybermobile schedule as amended, beginning March 17, 2008, if possible. Trustee McCarthy seconded the motion and it was unanimously approved.

The amended schedule is as follows:

Tuesdays	Westchester Meadows	10:00 a.m. to 12:30 p.m.
Tuesdays	Highpoint Condominiums	2:30 p.m. to 4:30 p.m.
Wednesdays	80 E. Hartsdale Ave	2:30 p.m. to 4:30 p.m.

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Wednesdays	Hartsdale Train Station	6:30 p.m. to	8:30 p.m.
Thursdays	Valimar Condominiums	3:30 p.m. to	4:30 p.m.
Thursdays	Edgebrook Cooperatives	6:00 p.m. to	8:30 p.m.
Saturdays	Hartsdale Train Station	10:00 a.m. to	4:00 p.m.

Trustee Leiterman moved to begin Sunday hours at the Library with a trial schedule beginning Sunday, March 30 to May 25. The Library will be closed on Sundays, beginning May 25 through August 31, resuming Sunday hours from September 7 through December 28. Trustee Palevsky seconded the motion and it was unanimously approved.

Trustee Leiterman moved to open Executive Session at 8:50 p.m. Trustee Palevsky seconded the motion and it was unanimously approved.

Trustee Palevsky moved to close Executive Session at 9:10 p.m. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee Palevsky moved to approve a 4% merit increase for the Secretary to the Library Director Cory Deitchman, effective February 14, 2008. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee McCarthy moved to promote Technical Support Specialist Andrew Farber to Librarian Trainee, effective March 4, 2008. Trustee Leiterman seconded the motion and it was unanimously approved.

Trustee Leiterman moved to promote Librarian I Gail Fell to Librarian II, effective March 4, 2008. Trustee Palevsky seconded the motion and it was unanimously approved.

Trustee Palevsky moved to approve the merit increase for Part-time Secretary Charlene Fabricatore, effective May 14, 2008. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee McCarthy moved to adjourn the meeting. Trustee Palevsky seconded the motion and it was unanimously approved.

The meeting was adjourned at 9:20 p.m.

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