

Minutes are **DRAFT** until
approved at the next
Board Meeting

John C. Hart Memorial Library
1130 Main Street
Shrub Oak, New York 10588

Board of Trustees Meeting
Wednesday, November 20th, 2024

PRESENT: Cathy Bahan (Member-at-Large), Barry Erenberg (Treasurer), Cathey Richey (President), Laura Tropp (Secretary), Jean Zappia (Vice-President)

EXCUSED: Yvonne Cech (Library Director),

The public meeting commenced at 6:00pm.

PUBLIC COMMENT PERIOD

There were no public comments.

REGULAR BUSINESS

Approval of Minutes

The Board approved the minutes.

Treasurer's Report:

The Board reviewed the treasurer report.

Approval of Invoices:

The Board approved the following invoices: 10/16, 10/21, 11/8, 11/13, and 11/15

Circulation Report

There were no additional updates on the circulation report.

Budget Report

There were no additional updates on the budget report. The library is awaiting final approval of the town budget.

Director's Report

The Board highlighted the grants received by the library.

Friends of the Library Update

There was no new update.

Investment Committee Update

There was no new update.

OLD BUSINESS

Wetland Survey Update

There was no new update this month. We are waiting for the completion of the survey.

Update on Capital Campaign

There may be a need for support in responding to the initial requests. We need to delay the in-person interviews and the Board would like to see the letter and the interview script.

Policy for Age Participation in Children's Room

This discussion was postponed for a future date.

2025 Town of Yorktown Operating Budget

The Board will have representation at the upcoming Town Budget Meeting.

NEW BUSINESS

Girl Scout Gold Award project request

A representative from Girl Scout Troop 2154 came to present a project called "Doing Your Best: Mental Health Awareness." The goal of the project would be to raise awareness about mental health, help youth recognize the signs of declining mental health, and help students raise self-esteem with a mural on a canvas designed to inspire them. She would also create inspirational bookmarks. The Board discussed the need to have attribution for the quotes or choosing phrasing that is in the public domain. The Board has postponed the decision until the Director is available and can introduce the student to the social worker, who can offer advice and guidance on connecting creative expression to mental health. The Board liked the idea but would want approval of all designs and quotes and would retain final approval of location and length of time that the canvas would be displayed. The Board also clarified that any fundraising would need to be disconnected from the library.

Request to fund staff holiday party

The Board voted to fund the staff holiday party from the gift fund with a limit of \$1,000.

Change prior approval of Verizon donation/Discuss proposed use for recent donation in honor of Mary Arnold

This conversation was postponed until next month.

Discussion on security for the library

The Board discussed the idea of police officers potentially doing walk-throughs as part of patrol. Some of the questions that the board had was whether there were organizational policies on police in libraries and the policies and practices of other libraries.

Board of Trustee Officers for 2025

The Board discussed the need to replace one board member, whose term is expiring, and elect roles in a future election in the month of January.

Review of bylaws to recommend adding language for removal

This conversation was postponed for the future.

Mandated Trustee Education check-in

The Board members who have not finished trustee education will have until the end of December to complete and send proof by the end of December.

Early Closure

The Board voted on a motion for early closure on 11/27 at 5pm and 12/24 and 12/31 at 3pm.

Upcoming Meetings

The upcoming Board of Trustee meetings will be on the following dates at 6pm:
December 18th, January 15th, and February 26th.

New Agenda for upcoming meetings

The Board will review the bylaws regarding the selection and appointment of new board members.

ADJOURNMENT

The public meeting concluded at 7:45pm.