

**Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library
January 13, 2020, Wayside Cottage**

A meeting of the Board of Trustees of the Scarsdale Public Library was held at 7:30 pm on January 13, 2019 at Wayside Cottage. The following participants were in attendance: Elyse Klayman, President; Margot Milberg, VP; Gary Katz, Financial Officer; Diane Greenwald, Secretary; Svati Shashank, Trustee; Laura Liu, Trustee; Alan Bey, Trustee; Deb Morel, Trustee; Beth Bermel, Library Director; Shira Ronis Barkoe, Assistant Library Director, Mona Longman, FOSL representative; and Jane Veron, Village Trustee Liaison. Absent, Felicia Block, Trustee.

The meeting was called to order at 7:36 pm

Approval of Minutes: No changes were made. Motion was made by Gary and seconded by Margot to approve the December meeting minutes, which were unanimously approved.

Friends' Report: Mona, FOSL treasurer, reported being busy with year-end collection on Capital Campaign pledges and annual campaign. It was a good year and the FOSL is on track. They are gearing up for the Spelling Bee, reporting only one remaining slot for an adult team, but 3 slots left for high school teams. Mona asked if any board members could reach out to teens. The board discussed the preparations and was reminded that the Bee is on Jan 31st 7:30, and asked to participate in some way, such as to sponsor a team, donate a silent auction item, etc.

Director's Report: The Board noted how impressive the staff professional development work is, as reported in the Beth's written report and discussed ways to expand and promote this good work. Beth further detailed her work preparing for the upcoming budget presentation to the Village on January 28 at 11:30am.

President's Report: Elyse asked for volunteers for the Nominating Committee, and Diane agreed to chair. Elyse further led conversation about emerging ad hoc committee work in service to reopening the library. The Special Programs Committee (Laura Liu, Elyse Klayman and Felicia Block) and a Grand Opening Committee (Margot Milberg, Diane Greenwald and Gary Katz).

Also, a Policy Committee has been created, chaired by Trustee Alan Bey and Assistant Director Shira Ronis Barkoe. Other members include Board members Svati Shashank and Deb Morel, and Support Services Administrator Roberta Stein-Ham. All policies will be brought to the Board for approval.

Building Committee: Beth reported on emerging issues that may have an impact on the project schedule. She discussed the work to mitigate delays, led by Savin, who are analyzing the issues on our behalf, looking for unreasonable claims. We are all aware that the contractor is incentivized to submit change orders to increase the fee, but also, there are real unknowns on any construction site. Beth and Paul, with Savin Engineers, will meet with the GC, Niram, tomorrow, seeking to offer solutions and question discuss the reason for delays. Beth and Diane answered questions about specific construction issues, such as the electrical room in the basement, asbestos, roof drainage, etc. Diane has asked for ongoing documentation of all issues and continues to seek a meeting to learn more about our options, which will happen soon. Beth and Paul will be meeting with Village Manager Steve Pappalardo for a Village capital budget discussion in advance of the Village budget sessions.

Strategic Planning Steering Committee: The committee had its last meeting on Friday and reviewed a draft of the strategic plan. Margot reported that a lot of time was spent talking about the round tables, which went very well. There were three held, extremely well attended with lots of interesting responses. Board members

asked questions and learned details from the process. The Library board will receive that revised copy in advance of the February Board meeting, including a presentation by Plan A Advisors.

Liaison reports: No formal reports occurred, but Diane asked Elyse and Margot to explain more about their meeting with Scarsdale Adult School leaders and the board learned about that valuable outreach.

Children's Room Trust transfer: Beth explained the available funding in expendable and non-expendable trusts, answering several questions. Svati made a motion and Alan seconded with all in favor. The board unanimously voted the transfer of 10% of principal (\$29,524) of the Children's Room Endowment to Library Capital Campaign Account.

2020-21 Library Annual Budget: Beth presented the board with her proposed budget and walked the group through the multi-page document. Many questions were asked by several board members and different aspects of the plan were discussed. Beth shared with the board her analysis of the budget over time if the improvement project had not been pursued. Using a 2% annual increase, the library budget would have resulting in over a million dollars in additional operating cost than the actual budget during these transitional years. The board agreed this exercise would be an effective tool to demonstrate the library's prudent management during transition years and in service to the community tax payers during our investment into the capital project.

Alan made the motion to approve the proposed 2020-21 library budget and Margot seconded. It passed unanimously.

Elyse adjourned the meeting at 9:31pm.

Respectfully Submitted by Diane Greenwald, Board Secretary