

MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES MONTHLY MEETING OF THE RYE FREE
READING ROOM
HELD AT 7:37 PM ON THURSDAY, April 14, 2011

Bolded Items represent future action items

Present:

Bernie Althoff, Jim Billingsley, Karen Bresolin, John Eckerson, Bob Kaplan, Holly Kennedy, Susan Jansen, Larry Lehman, Debra Julian, Mary Sykes, Jennifer Swanson, Werner Tietjen, Mark Zwerger

Unable to Attend:

Julia Dailey, Doug Donohue, Anthony Mason, Barbara Ormerod-Glynn, Fran Rodilosso, Ann Sullivan

City Council Liaison: Paula Gamache

Auxiliary Board: Jennifer Leahy

Staff: Kitty Little, Director

The meeting was called to order at 7:37 pm by President Debra Julian.

Bernie Althoff moved and John Eckerson seconded the motion to approve the minutes of the March 10, 2011 Board meeting, as amended; approval was unanimous.

PRESIDENT'S REPORT

President Julian reviewed upcoming events at the Library including a visit by Roseanne Cash on May 17th, the Staff luncheon on June 28th and the Vehicle Fair on May 22nd at the Osborn School.

PUBLIC COMMENT

No comments

DIRECTOR'S REPORT

Director Little reported that she had spent time collating and synthesizing personnel expenses during the month, largely related to further budget discussions

Director Little reported that she had begun to implement the \$50,000 Oppenheimer grant which is a grant to largely fund fixed assets and equipment. She confirmed the ability to apply purchases back to 2009 which were purchased under the previously submitted grant details, but the balance of the grant must be committed to by June 30, 2011. Director Little is looking at additional computer equipment and furniture, all of which is needed.

Director Little also reviewed the Library's operating statistics for the month. As expected, Library visits fell, reflecting both bad weather that resulted in delayed openings and snow days and the change in hours that closed the Library on

Sunday. Interestingly, despite the monthly visitor decline, overall circulation was flat.

In addition, Director Little reported on several other items in her Monthly Report.

COMMITTEE REPORTS

FINANCE REPORT

John Eckerson reviewed key highlights of the March financial report. Monthly performance is in-line with expectations. Additionally, the audit is proceeding without complications. Karen Bresolin moved, and Mark Zwerger seconded, the motion to approve the financial report; approval was unanimous.

John Eckerson also presented the Endowment Report. The 1Q11 return is about 3% reflecting a 42% allocation to fixed income and a 45% allocation to equity. Discussion ensued. Mark Zwerger moved, and Karen Bresolin seconded, the motion to approve the combined financial report; approval was unanimous.

AUXILIARY BOARD

The Vehicle Fair will take place on May 22 at the Osborn School, tickets are available on the website. Trustees were asked to support the event.

BUILDINGS AND GROUNDS

Werner Tietjen reported that the detail for the second floor re-furbishment has been discussed at the building committee level and we will now contact the architect to finalize plans. We are waiting to hear if we will receive the grant which we expect to hear shortly..

DEVELOPMENT & FUNDRAISING

Jennifer Swanson reported that the Development Committee has decided to forego Honorary Chairs this year in favor of a targeted message and focusing resources on campaign materials and broadening the effort. Discussion ensued.

President Julian suggested formalizing a gift policy. Discussion ensued and the Board was in favor of the idea.

NOMINATING COMMITTEE

In the absence of a Nominating Committee chair President Julian reported that the nominating committee was looking to the Board for suggestions for possible future Trustee candidates.

STRATEGIC PLANNING

Mark Zwerger noted the goal is to develop a 5-year plan, as well as a plan co-terminus with the expiration of the new labor contract.

WESTCHESTER LIBRARY

Larry Lehman indicated that there may be funding for Library Grants in the Governor's budget for 2011.

OLD BUSINESS

No old business

NEW BUSINESS

A Gift Policy will be developed, Trustees concurred this is prudent.

Debra Julian noted that there had been a meeting recently with Vince Toomey, the labor lawyer for Rye City. As a part of the recently executed IMA, the Library had agreed to consult with the City on its upcoming union negotiations. Some discussion ensued and it was agreed that Jim Billingsley would speak further with Mr. Toomey and report back to the Board.

Director Little passed out Conflict of Interest disclosures to Board members and asked if they could be executed and returned to her.

Next Meeting date: Thursday, May 19, 2011 at 7:30 pm

Jennifer Swanson moved and Jim Billingsley seconded the motion to adjourn; it passed unanimously. The meeting adjourned at 8:52.

Respectfully submitted,
Susan Jansen