

**Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library
October 19, 2020, Via Zoom Conference**

A meeting of the Board of Trustees of the Scarsdale Public Library was held on October 19, 2020 via ZOOM conference as per executive order of the NYS Governor's office, responding to COVID-19 social distancing regulations.

The following participants were in attendance: Margot Milberg, President; Felicia Block, VP; Gary Katz, Financial Officer; Laura Liu, Secretary; Elyse Klayman, Trustee; Deb Morel, Trustee; Svati Shashank, Trustee; Jordan Copeland, Trustee; Beth Bermel, Library Director; Shira Ronis Barkoe, Asst. Director; Rochelle Waldman, Village Trustee Liaison; Mona Longman, FOSL. Trustee Alan Bey was absent.

The meeting was called to order at 8:04pm.

Approval of Minutes of the September 14 Meeting: No changes were made. Motion was made by Elyse Klayman and seconded by Deb Morel to approve the September meeting minutes, which were unanimously approved.

Friends of the Scarsdale Library Report: Mona reported that the FOSL Board enjoyed the tour of the library today. Everyone was amazed by the transformation. The FOSL fundraising letter would go out in a few weeks for year-end donations. The FOSL Board researched fundraising ideas from comparable area libraries. New ideas for this year included setting tiered levels of donations, using catchy names such as "The Writers Level", "The Editors Level" and "The Publishers Level", and giving out gifts tied to each level of donations.

President's Report: Margot read the gracious thank-you note from Trustee Jane Veron to the Board for the send-off last month. Jane was scheduled to speak at the Rotary Club. Margot would share the meeting info with the Board. Interested Board members were encouraged to join that Zoom meeting.

Last week "*The Scarsdale Inquirer*" published an Op Ed piece by 9th grader Cindy Zhao, a Scarsdale resident attending a private school. The article made a tangential reference to the Library's collection on Asian American Studies titles as to be improved. The Board discussed whether the piece warranted a formal response and decided there was no need to publish a response in the paper.

Trustee Waldman mentioned that the Council to Combat Racism and Bias (CCRB) were scheduled to meet on 10/21 for its second listening session, this one focusing on the Chinese community. Beth had been nominated to the Council and would attend the session. Laura also planned to attend as a community member.

Building Committee Update: Beth reported that the elevator at 54 Olmsted was installed and had been running smoothly. It was another major milestone in the move and transition into the new space. Computers were scheduled to be delivered tomorrow. Software installation and network setup would be completed by November 1st. The construction crew would start to work on small items such as the paper towel dispensers in the bathrooms.

Beth praised the quality work delivered by the four general contractors and gave high marks to Nancy Barbera of Savin for deftly managing the general contractors. In the next few weeks Nancy would focus on creating a punch list and conducting final walk throughs.

Café Agreement --- Action Item: The Café Committee visited Apiary several times and sampled their food, which were delicious quality fare. The Committee decided on the Apiary because they were the best and most committed candidate, and they were far ahead of others in the process. Others had viewed the space and opted not to submit proposals.

The Board reviewed and discussed the Café Agreement documents consisting of the RFP, info sheet, licensing agreement and exhibits. The Board approved the terms of the agreement and recommended that all these documents be consolidated into one master agreement, so all the terms and clauses could be

referenced easily in the future. Beth confirmed that the Village legal team would consolidate and finalize the agreement.

A motion was made by Svati Shashank and seconded by Jordan Copeland to approve the Café Agreement with Apiary with the recommended consolidation. The motion was approved unanimously.

Library Opening Committee Report: Gary echoed Mona's sentiment of being wowed by the new library and reported that the tours had been exceptionally well received. Gary, Elyse, Margot and three FOSL Board members had been leading walking tours of the new Library for Village Trustees and FOSL Board members. The tour covered history of the Library and the project, its design and construction, as well as the strategic plan. All participants were impressed by the project, from the expanded scope, the thoughtful layout, to the enhanced delivery of services and resources. Everyone was proud to be associated with the project and the enthusiasm was palpable.

The Committee was working on reopening plans including a small, socially distanced ribbon cutting ceremony.

Photo Exhibition Update: Margot and Elyse reported that the photo exhibit curated by Lauren Bender had evolved into a multimedia exhibit showcasing the community's response to the pandemic. The artwork format ranged from photography, ceramics, glass sculpture, yarn sculpture to video and more. One notable part of the exhibit would be Hometown Heroes. The curators planned to feature 10 subjects who contributed significantly to the fight against Covid-19. They also planned to place some larger ceramic and glass works outdoors so more people could view them safely. On the fundraising front, they planned to sell ceramic and glass tulips and donate the proceeds to the Library. Concurrent with the exhibit in the Library, they would produce a virtual exhibit that would be promoted widely, as well as a Zoom event where artists talk about their work and connect with the community.

Communications Committee Report: Felicia reported that the banners had arrived and would go up this Friday. The message on the banner would drive people to visit the Library website for updated information. It would emphasize that it was a "modified re-opening", to communicate the fact that protocols were being modified and adapted to the pandemic environment.

Felicia commended Shira, Teya and the staff for their work on the next set of press releases and for working with the video team. The two videos being produced included a 30-second "trailer" giving viewers a taste of the new building, and a 5-8 minute video with interviews by Beth, Margot, Dara and Diane. All interviews would be done by late October and a first cut of the video should be available by mid-November, to leave time for final edits before the reopening. The special Bookmarks issue would arrive in mailboxes in early November.

Beth had asked people on the tours to refrain from taking photos. We want to release official photos in a controlled and coordinated manner, and not have amateur photos on social media to take away from our final project. The architectural firm Dattner would also take professional photos soon.

Exhibit Policy --- Action Item: The Board discussed language about selection criteria and the time limit for exhibits, and generally granted the director and their designee discretion to make decisions in specific cases. The Board revised the language regarding damage to the space and added that the Library might include publicity for an exhibit on its website, social media, etc.

A motion was made by Deb Morel and seconded by Felicia Block to approve the Exhibit Policy with the above edits. The motion was approved unanimously.

Tutoring Policy: In reviewing and discussing this policy, the Board decided to table it and review it in conjunction with the Study and Meeting Room Policy at the next meeting.

Covid-19 Policy: Beth reported that the Policy Committee would also work out a Covid-19 Policy which would override all other policies.

Margot adjourned the meeting at 9:34 pm.