

**Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library
December 10, 2018
Wayside Cottage**

A meeting of the Board of Trustees of the Scarsdale Public Library was held at 7:30 pm on December 10, 2018 at Wayside Cottage. The following participants were in attendance: Diane Greenwald, President; Elyse Klayman, Vice President; Margot Milberg, Treasurer; Felicia Block, Secretary; Alan Bey, Trustee; Deb Morel, Trustee; Gary Katz, Trustee; Beth Bemel, Library Director.

The meeting was called to order at 7:43 pm.

Approval of Minutes: Minor edits were noted by the members of the Board. Upon a motion of Margot seconded by Deb Morel, the minutes of the November 19, 2018 meeting were unanimously approved.

Director's Report: Beth Bemel went to the Director's Summit sponsored by the Library Journal. The topic was Unconventional Approaches, Exceptional Impact. There were great panel discussions and speakers, especially for larger, urban libraries. One large take away was that we should all "just assume that you are not as inclusive as you think you are." A recommendation is to perform an "inclusivity audit" on your collection. Libraries are poised to be at the forefront of inclusion. Libraries are discussing what it means to be "fine free" and considering the trend of Smart Cities - how to use technology to make things easier. The question was raised both at the conference and around the table about security. It was noted that we will have cameras in the renovated library. It was also noted that librarians around the nation are trained in administering Narcan, since the opioid epidemic has affected public libraries. It was a great experience and great to network with other directors.

December 11th is the first Drag Queen story hour with Angel Elektra, held at the Loft, sponsored by the FOSL. Lewisboro had this program and it was very successful. The staff is looking forward to it and Beth will report back on the program at the next meeting.

Related to the concept of "fine free," SPL is rolling out automatic renewals in the new year.

Beth is starting to look into hiring an Assistant Director, and has checked in with Civil Service. There are two current lists, but since the lists have fewer than three (3) candidates on each, the SPL is not limited to these lists and therefore can open up a search and make a provisional appointment.

President's Report: Diane Greenwald noted that we had just met three weeks ago so there were limited items to report. The coverage in the *Inquirer* was excellent from the November 27th presentation to the Village Board. All agreed that the presentation was well executed and informative. We had some additional press coverage from Scarsdale10583. The binder information is ready to go and it will be added to the Library/Village website along with the link to Scarsdale10583. We will announce the binder and then we have no additional information to add at this time. We expect that the next update regarding the building project for the community is in the spring. Questions continue about the hours of the Loft and when the building will be done. As ambassadors for the Library, we will continue to repeat the messages that we have put out, directing patrons to our website and Library staff as needed.

Friends of the Library, while not at the meeting for the evening, asked we share that the Movie Night is rescheduled for June 2nd. Volunteer if you can.

Building Committee: Asbestos abatement is mostly done and Beth will schedule dates for walk-throughs for the Library Board, staff and Village trustees just before and after the winter break.

Furniture showroom visits on December 3rd went well. The group, including Diane, Beth, Gary and staff, visited three (3) different places. Some selections were made and the committee has a better sense of the bid process. Members of committee and staff will be looking at stacks at Yeshiva of Flatbush (Beth, Diane and Elyse) this Friday.

The Building Committee will make a recommendation based on price, quality, and overall process. The final meeting to determine the furniture package will be on December 20th, and then Dattner will get pricing.

Capital Campaign: There are no additional updates at this time.

Bylaws Committee: The Bylaws Committee met several time prior to presenting. There are several questions that have come-up for the Board to consider at this meeting, but exact wording in the bylaws will not be reviewed at this time. Prior to the next meeting, wording will be circulated. It was noted that it is best practice to review the bylaws each year.

Beth noted that the Charter was last amended in 1982. At that time, the number of trustees was amended from 5 to "not less than 5 nor more than 11, the current number being 9" (this was confirmed following the meeting). The Bylaws Committee is recommending we have 9 trustees moving forward due to the volume of committee work. The Board will consider at a future meeting, as there are pluses and minus to more members to the Board. Most of all, our Board members will want to remain mindful that the work done supports the work of the staff.

There was a discussion regarding the term of office for our trustees, currently five years. Beth will give the documentation regarding the Charter to Felicia to see if the term is stated in the Charter. If it is, the Charter would need to be amended should a change of term be agreed to by the Board at a later meeting. The conversation regarding the length of the term was tabled for now.

There was discussion regarding whether standing committees needed to be added to the bylaws. The Board agreed to think about this, but noted that the only standing committees that may need to be added are a Policy Committee and Bylaws Committee. Other committees (Building Committee, Publicity/Communications Committee, Fiscal Committee) can be Ad Hoc.

Additional discussions regarding the bylaws included:

- no need to indicate an Annual Meeting as part of the bylaws,
- the addition of a statement that Trustees should be residents of the Village of Scarsdale (or the service area of the Library as indicated by the Charter),
- a review at a further date of the roles of the Treasurer as listed in the bylaws,
- the length that a Trustee may serve in a specific officer position (suggested to and agreed upon to rework working as two years), and
- appointing a Nominating Committee at the January rather than the February meeting (agreed upon to rework wording to reflect this suggestion).

The Committee is also working on a Conflict of Interest policy that will also be circulated.

Communications Committee: The website redesign is moving along and the web designer is coming in for an onsite meeting and training. The staff is working on various pages. The new look is fresh and up to date. Meeting was adjourned at 9:29 pm

Respectfully Submitted by Felicia Block, Board Secretary