

**Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library**  
**February 11, 2019**  
**Wayside Cottage**

A meeting of the Board of Trustees of the Scarsdale Public Library was held at 7:30 pm on February 11, 2019 at Wayside Cottage. The following participants were in attendance: Diane Greenwald, President; Elyse Klayman, Vice President; Margot Milberg, Treasurer; Felicia Block, Secretary; Deb Morel, Trustee, Alan Bey, Trustee, Gary Katz, Trustee; Beth Bernel, Library Director; Loretta Vickers, FOSL; Jane Veron, Village Trustee

The meeting was called to order at 7:48 pm.

**Approval of Minutes:** Upon a motion by Margot Milberg, seconded by Alan Bey, the minutes of the January 14, 2019 meeting were unanimously approved.

**Director's Report:** Beth Bernel met with Brian Gray, Recreation Superintendent to discuss ways to collaborate this summer and beyond. They are also continuing to discuss the Little Free Library program and possible implementation. When the Village Board accepts the latest gift from the FOSL for Capital Campaign at their February 13th meeting, all the cash towards the \$7.5 million goal will have been received by the Village. Beth is sending letter to the editors thanking the Scarsdale community for their support.

Harvard is offering a 3-day class focused on library leadership in the technology age. Beth will likely attend as these programs have been very informative in the past.

Beth noted that later this month she and members of the Building Committee will be visiting the Kew Gardens library to see another option for our library shelving.

Gary Katz noted that when he visited the Eastchester library, the bathroom was locked. Beth noted this was uncommon and there may have been a recent issue or concern at the library.

Beth noted that there was recently a webinar about libraries and homelessness. One of the topics explored how to defuse a moment or situation with a patron with body language. Wendy and Beth both participated and found it very informative. The speaker provided general statistics homelessness that were surprising. There was also information about how to assist individuals with ongoing issues and concerns. Beth noted she has worked with homeless patrons for her entire career. It is an issue that will continue to be a part of libraries as opioid use is on the rise. Beth is encouraged WLS to get a subscription to the site offering these webinars.

**President's Report:** Diane Greenwald noted that the March 11 and April 8 meetings are the last meetings of this year for the Board and she will be rolling off as president. She is working to make sure that open items are handed off appropriately. She has met with trustees about communications and strategic planning, the FOSL, as well as the Building Committee. She is working to ensure a smooth transition.

The Nominating Committee was appointed and will include Deb Morel, Gary Katz and Diane Greenwald.

Meeting dates for 2019-2020 are ready to be reviewed. Please get comments back to Beth by next week. These dates will be approved next month.

A question was raised regarding space for the Library Board meetings next year. All agreed it must all be the same place and not in private home.

**Friends of the Scarsdale Library Report:** The current big focus is Casino Night and the FOSL is encouraging ticket sales. The last day for early bird pricing is February 14th. The FOSL is pleased with the donations that have come in so far. The Board was encouraged to forward the invite to friends to increase ticket sales. Finally, the FOSL continues to plan the new Movie Night of June 2.

**Building Committee:** Diane Greenwald is working on a quarterly summary of the updates to the building and reviewed some of the highlights of the past few months. She noted that Beth, Diane and Terry Singer are sitting in on the biweekly meetings, where there is a lot of minutia, and the construction is moving along. The asbestos abatement is done, the elevator shaft is complete, as well as prep for the east addition pile caps. There are regular updates regarding the costs related to the piles.

We do not yet have the furniture bid costs. The information will be shared when it is available and it will help to inform several other items about the project. One of the biggest ticket items is a high end brand of shelving suggested by the architect and the Building Committee has pushed for alternatives. The visit to the library in Kew Gardens, noted by Beth, will be informative to next steps in the process.

Diane thanked Beth again for the stakeholder visits to the construction site. They have all gone well and there will be more. Visits have included members of the Library Board, the Village Trustees, as well as several members of the FOSL Board and Major Gifts Committee of the Campaign. If there are individuals that this would be meaningful to as an experience, please let Beth know. Future dates will be planned as this is not a good moment to walk through the building. The first floor is currently hard to navigate with work due to electric and piping.

A color palette review will take place on February 22 at 11:00 am. The Committee will be looking at three to four options.

The Campaign still has pavers to sell and they will be available at the Gala. There might be an additional ad to the Inquirer about the pavers, but the overall design needs to be reviewed with Dattner. Margot Milberg requested that we make sure to be accurate in presentation of placement to those that are purchasing the pavers. Diane reiterated that the design and pattern of the pavers is important to see how they are woven together. Gary Katz noted that we need to be sensitive to placement and overall donor recognition. The review of the paver design will be part of the February 22 meeting. It was noted that after the final date of sale, we cannot add pavers as they all need to come from the same quarry.

It was noted that the quotes for window screen in the reading gallery discussed at the last meeting are not back yet.

There was a discussion about signage in the building, including signs already included in the pricing, code signage (exit, etc.), as well as wayfinding, donor and naming signage, concession and signage for the books and stacks. It was noted that all consider the donor signage as part of the furniture and will be beautiful. As the initial quote for signage by the firm suggested through Dattner was high, the Building Committee is open to suggestions for other companies to speak with. Please send suggestions to Diane and Beth.

**Capital Campaign:** As noted, we have met the \$7.5 million goal in cash. There are no additional updates at this time.

**Communications Committee:** Elyse Klayman noted the website is moving along, though a bit more slowly than she had hoped.

**Bylaws Committee:** The Board discussed a few questions regarding the Conflict of Interest and the updated bylaws. Clarifications and minor typos were corrected by the group at the meeting.

*Action Item:* Approval of Conflict of Interest Policy. Upon a motion of Elyse Klayman, seconded by Margot Milberg, the motion was unanimously approved.

*Action Item:* Approval of updated bylaws. Upon a motion of Elyse Klayman, seconded by Alan Bey, the motion was unanimously approved.

**Additional Liaison/Committee Updates:** The Strategic Plan Committee is moving forward and beginning to identify goals. This discussion is being led by Margot Milberg, Elyse Klayman, Diane Greenwald, Beth Bernel, Dara Gruenberg (FOSL), and Michelle Lichtenberg (FOSL). The group is currently looking at a few people/groups to assist with the process, likely 3-5 consultants, and will draft an RFP. During the last Strategic Plan process, it included talking to our Board, FOSL and several focus groups including members of the community. This process will be similar. The group will be working through how this Board will be informed and asked to be a part of the process.

Margot Milberg is currently working with the Librarian at the Middle School to explore how the SPL can work with them and assist them.

The meetings was adjourned: 9:56 pm

Respectfully Submitted by Felicia Block, Board Secretary