

**Mount Pleasant Public Library: Board of Trustees Meeting
Minutes of the Meeting of September 16, 2021 (via Zoom)**

Trustees & Liaisons present: Emil Muccin, Jorge Marmol, Dick Malina, Robert Huerster, Mary Ann Quinn, Julie Edwards, Marcie Krauss, James Riina

Also present: John Fearon, Library Director; Vivian Gufarotti, Assistant Library Director

Trustees & Liaisons absent: David Vinjamuri (Village Liaison), Jerry Schulman (Town Liaison)

Call to order

Administrative: Trustee Muccin called the meeting to order at 7:01 pm.

Minutes

The minutes of the August 19, 2021, Board meeting were approved as amended. Moved by Trustee Marmol, seconded by Trustee Huerster, and passed.

Opportunity to Hear from the Public

Apart from two library staff members who attended the meeting, there was no public in attendance.

Claims of Payment

After discussion, it was moved by Trustee Krauss, and seconded by Trustee Quinn, that:

It is hereby resolved that the Town Comptroller be authorized to pay:

- Pay all vouchers reviewed and approved by the Director and the Comptroller, for the month of September 2021, for a total of \$51,682.55

202109-01 The motion passed.

Director's Report

The RFP for the Master Plan will go out next week. Director Fearon asked that the Board designate a few trustees to help oversee the process (Trustees Marmol, Huerster, and Malina will form the committee, and Trustee Edwards offered to be an alternate). We should also look for public input, especially with regard to the needs of adult users. The Odell Legacy and our grant funds give us the resources to consider a more ambitious project than we might otherwise be able to undertake.

The Library proposed a small capital improvement project at the Branch Library that will create a more accessible area for public computers and provide more appropriate storage space for the office staff.

As part of its transition from WLS, the Library will be taking over all IT at the Branch. Consequently, it is purchasing the PCs, other equipment, and services needed for this transition. Supply issues may cause some delay.

Director Fearon reviewed the current state of Library services. Evening hours are very quiet, but Saturdays are reasonably busy. There is no particular demand for the Library to resume Sunday hours. With the covid situation still evolving, it would be better for the Library to hold off for now on expanding hours, until the situation is more certain.

Finally, Director Fearon previewed some of the features of the new Library app. Patrons will be able to use their phones to scan and check out books; the app can accommodate multiple cards; and the display is cleaner.

As reflected in the resolutions, other discussion touched on updating the Library's inventory; the Library's contract with WLS; the purchase of a copier for use by the Library's marketing and programming team; and the Code of Conduct's restriction on filming and recording within the Library.

Executive Session

At 7:45 pm, on a motion by Trustee Krauss, seconded by Trustee Marmol, the Board went into Executive Session to discuss a specific matter of personnel.

At 7:57 pm, the Board came out of Executive Session.

Personnel Appointments

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Marmol, that:

It is hereby resolved that Matthew Stephens be promoted to the position of Senior Caretaker, effective 09/27/2021, at an annual salary of Grade III, Step 1 on the 2021 Authorized Personnel Salary Schedule.

202109-02 The motion passed.

Approval of Contract with IAC for inventory services

After discussion, it was moved by Trustee Edwards, and seconded by Trustee Huerster, that:

It is hereby resolved that Director Fearon be authorized to sign a contract with IAC for inventory services for a fee of \$2,385, which will be updated annually for a fee of \$600.

202109-03 The motion passed.

Approval of Contract with Office Dynamics for Color Copier

After discussion, it was moved by Trustee Huerster, and seconded by Trustee Marmol, that:

It is hereby resolved that Director Fearon be authorized to sign a contract with Office Dynamics to purchase a new color copier for a fee of \$4,487.

202109-04 The motion passed.

Approval of Contract with WLS for IT Services

After discussion, it was moved by Trustee Krauss, and seconded by Trustee Malina, that:

It is hereby resolved that Director Fearon be authorized to sign a contract with the Westchester Library System for IT services for 2022, for a fee of \$55,258.70.

202109-05 The motion passed.

Additional Resolution

After discussion, it was moved by Trustee Huerster, and seconded by Trustee Malina, that:

It is hereby resolved that the Library Code of Conduct be amended to remove the stipulation that “photography, video or audio recording may only occur with express written permission from the Library.”

202109-06 The motion passed.

Trustee Muccin moved for adjournment at 8:14 pm, seconded by Trustee Krauss.

Next regular meeting: Thursday, October 21, 2021, at 7:00 pm.

Respectfully submitted,
Mary Ann Quinn
Secretary