

**Mount Pleasant Public Library: Board of Trustees Meeting
Minutes of the Meeting of October 21, 2021 (via Zoom)**

Trustees & Liaisons present:

Emil Muccin, Dick Malina, Robert Huerster, Mary Ann Quinn, Julie Edwards, James Riina, Rebecca Myers, Jerry Schulman (Town Liaison)

Also present:

John Fearon, Library Director; Vivian Gufarotti, Assistant Library Director

Trustees & Liaisons absent:

Jorge Marmol, Marcie Krauss, David Vinjamuri (Village Liaison)

Administrative: Trustee Muccin called the meeting to order at 7:02 pm.

Minutes

The minutes of the September 16, 2021, Board meeting were approved. Moved by Trustee Huerster, seconded by Trustee Edwards, and passed.

The Board welcomed new Trustee Rebecca Myers. Trustee Huerster announced that after 15 years of service, he would be resigning from the Board as of December 31.

Opportunity to Hear from the Public: A few Library staff members attended the meeting, but there was no other public in attendance.

Claims of Payment

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, 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 October 2021, for a total of \$50,985.50

202110-01 The motion passed.

Directors Report

- Budget: The Library's budget request from the Town and the Village for 2022 represents a 1.9% increase in funding (below the 2% tax cap). The Library anticipates resuming many of its traditional services over the course of the year, while responding to other changes such as increased demand for e-books. The Library will be undertaking a Master

Planning process for both the Main Library and the Branch in 2022. It is also increasing the resources it is allocating to facilities maintenance.

- Fines: Director Fearon recommended that the Library discontinue the policy of collecting fines on late materials, as a positive measure that promotes equity and inclusion. Revenue from fines has declined substantially as digital lending has increased. Books must still be returned, and users will be charged for lost or missing books. Abolishing fines is a positive, welcoming step for the library to take.
- Covid & Services: As infection rates are still substantial in Westchester County, indoor masking is recommended for everyone two and up. As the weather gets colder, the Library is looking to bring back indoor programming for children in particular. Programs would be held in the Community Room, with limited numbers and social distancing. The Library is also considering ways to make the Community Room available for groups who had been meeting in the Library prior to the pandemic.
- Master Plan: The Library is seeking proposals for a Master Plan for both the Main Library and the Branch Library. Trustee Riina has volunteered to help with an online survey targeting adults. Trustees Malina, Edwards, Marmol, and Myers will serve as a steering committee for the Master Planning process. (Trustee Edwards will be replacing Trustee Huerster on the committee.)
- Strategic Plan: The 2019 – 2021 Strategic Plan expires in December. Given the disruptions and uncertainty of the last year and a half, Director Fearon recommended that we draft an addendum to the plan for 2022, rather than creating a whole new plan. The addendum would allow us to continue through with plans that were sidelined by the pandemic (such as the Master Plan) while articulating a particular strategy for 2022 (considering, for example, the Library’s philosophy with regard to social media). Trustee Quinn volunteered to assist with formulating this addendum.

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

It is hereby resolved that the 2022 Budget, with total expenditures of \$2,970,450 and a funding request of \$2,857,614 to be made to the Town of Mount Pleasant and Village of Pleasantville, be approved

202110-02 The motion passed.

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

It is hereby resolved that the Library amend its fines policy to eliminate fines for materials that are returned late or overdue. (This exemption does not apply if materials are lost or missing.)

202110-03 The motion passed.

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

It is hereby resolved that the Director Fearon be authorized to sign the following contracts:

- With Regina Construction for Grounds Maintenance for one year for a monthly fee of \$1,645 (total contract cost of \$19,740)
- With Environmental Compliance Management Concepts for Oil Tank Compliance services for three years for a monthly fee of \$177 (total contract cost of \$6,372)

202110-04 The motion passed.

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

It is hereby resolved that the following personnel items be approved:

- Substitute Custodian lines be added to the 2021 Authorized Personnel at a rate of \$25.00 per hour Monday through Saturday, and \$29.50 for Sunday
- Amy Mackin be appointed to the position of Substitute Library Clerk, effective October 20, 2021, at the hourly rate of pay stated in the 2021 Authorized Personnel Salary Schedule
- Brian O'Connor be appointed to the position of Substitute Caretaker, effective October 31, 2021, at the rates detailed in this resolution

202110-05 The motion passed.

Old Business:

- The Library continues to monitor conditions as it strives to restore the “old world” of library services.
- Masterplan Update & Branch Improvements: In view of the inclusion of the Branch Library in the Master Plan process, the Library has decided to hold off on the renovations it had proposed for the Branch.

New Business:

- Trustee Quinn presented an inquiry from the Friends of the Library concerning the prospects for resuming the Book Sale and its attendant book collecting.

In the present circumstances, the Community Room is the only space available for programming. Any other spaces, including rooms the Friends have used in the past, are now needed for Library storage. Scheduling also poses difficulties, and the time frame for any book sale would be quite restricted. The Board agreed to continue discussion at its next meeting.

Trustee Muccin moved for adjournment at 8:48 pm, seconded by Trustee Huerster.

Next regular meeting: Thursday, November 18, at 7:00 pm.

Respectfully submitted,
Mary Ann Quinn
Secretary