

Minutes: Board of Trustees, The Field Library, Monthly meeting

Thursday September 19, 2024

**Present:** President Most  
Vice-president Bloom  
Treasurer Noble  
Interim Director Falcone

**Trustees Present:** Douglas, Grimshaw,  
Kelley, Smith  
**Trustees Absent:** Fortino, Foster, Galella  
Srinivasan  
**Guests Present:** Riley, Sullivan, Spencer

Meeting called to order 7:05pm

Previous minutes to meeting August 20, 2024

Moved to be accepted by Smith, seconded by Kelley. Unanimously adopted.

**Director's Report:** Report accepted as offered. Door to children's room still not functioning properly, working with City Manager to address financial concerns for repair. Town of Cortlandt being approached regarding annual assessment.

**Treasurer's Report:** Current trends are in line with proposed/adopted budget. Accepted as offered

**Statistics:** Report accepted as offered

**WLS Report:** Volunteers sought for annual Battle of the Books event.

**Grants:** Speaker Heastie money will be spent for STEAM room project not carpeting as first considered

**Committee Reports:**

**Audit:** no report

**Executive Committee:** no report

**Facilities Committee:** Director Falcone seeking service contract for AC in Book Store.

**Finance Committee:** no report

**Fund-raising:** Mark Bittman event November 18, 2024

**Governance:** Reminder to complete continuing education hours by year's end.

**Human Resources:** no report

**Nominating Committee:** Preparing slate of nominees for Board of Trustees and Officers for annual meeting October 17, 2024,

**Website Committee:** Report and analysis of vendors/proposals accepted and noted for its comprehension and excellence. Committee recommends Full Deck be awarded the contract to develop new website. Full Deck will investigate web hosting services best suited to serve new website

Resolution to accept recommendation of Committee to contract with Full Deck for website development. Motion offered by Bloom, seconded by Smith. Unanimously approved

Resolution to empower Full Deck to determine best web hosting service.

Motion offered by Smith, seconded by Noble, Unanimously approved.

**Old Business:**

No Old Business.

**New Business:**

**Presentation by Tom Sullivan, Westchester Children's Museum. Rye NY**

Currently, the museum does not have much activity in the northern part of the county and were approached by a cohort of parents who want to see the museum bring programming to our communities. Mr. Sullivan is seeking partial funding from Westchester County to explore this initiative. He proposed using the Library as a possible satellite location with the museum providing programming and materials in conjunction with our programs to gauge interest of the community to support the satellite expansion. He asked for a letter of endorsement of the concept from us, with no financial obligation, to present to the County in conjunction with their funding request. Motion to draft support letter offered by Smith, seconded by Grimshaw, unanimously approved.

**WLS Service Level Agreement for 2025**

Director Falcone outlined service agreement from WLS regarding tech support provided for all member libraries. Increase in overall cost from last year to \$83,774 within current budget planning. Motion to authorize Director to sign agreement offered by Kelley. Seconded by Smith, unanimously approved

Moved to adjourn to Executive Session 7:50 pm Moved by Kelley, seconded by Smith. Unanimously voted. Purposes of Executive Session to discuss personnel issues.

Motion to exit Executive Session offered by Kelley, seconded by Smith. Unanimously approved.

Motion offered to instruct Human Resources Director Villa to circulate to Trustees online classes in sexual harassment/workplace safety to secure compliance with NYS requirements.

Motion offered by Kelley. Seconded by Douglas, unanimously approved

Moved to adjourn 8:20pm

Moved by Smith, seconded by Kelley, Unanimously approved.

Next meeting October 17, 2024