

Minutes

Ardasley Public Library Board of Trustees Meeting,
Monday, December 20, 2021

[ZOOM format.]

Attending

Stephanie Bonney, *President*,
Matthew Gonzales, Peter Keil, Valerie S. Lalli,
Rosemarie Marcus, and Michael Wiskind.

Angela Groth, *Library Director*.

Nancy Kaboolian, *Village Board Liaison*.

Absent, Lauren Hadi, and Joseph Coffey, *Village of Elmsford Liaison*.

Helen Foster, a visitor, also attended the meeting.

Call to Order, 7:05 P.M.

Approval of Minutes of Thursday, November 18, 2021. Matthew Gonzales motioned the minutes be approved and Michael Wiskind seconded. Unanimous approval. [*Corrected*, Nancy Kaboolian's name as a new liaison was not listed on the initial email .pdf of the meeting. *Also corrected*, Liaison Joann D'Emilio's name was misspelled, again — *sincere apologies*.]

Treasurer's Report. From a Purchase Order dated Monday, December 16, 2021, sent from Theresa Del Grosso, Accounts Payable, Michael Wiskind motioned to pay forty-six bills totalling \$18,808.73, as submitted on the abstract prepared in the Village Treasurer's office; Rosemarie Marcus seconded, and this motion also carried unanimously. [In a revision received Wednesday, December 22nd, Village Treasurer Leslie Tillotson added three new December bills, \$1,289.75, still to be approved.]

President's Report.

New Business. Holiday hours and Board meetings.

Thursday, December 23, 2021 1:00 P.M. — 4:30 P.M.

Friday, December 24th and Saturday, the 25th — *closed*.

Thursday, December 30th, 1:00 P.M. — 4:30 P.M.

Friday, December 31st and Saturday, January 1, 2022 — *closed*.

The Board meeting scheduled for January 27th will begin at 7:30 P.M.

But, initially planned for in-person and upstairs, after discussion about NYS precautions, now scheduled for Zoom format.

And, after discussion about holding an executive session, an executive session, Thursday, January 20th, 7:00, also in Zoom format.

Webmaster for the Library posting its meeting agendas and a variety of related, public material. The question of who would prepare these postings, or of pay for a webmaster, on staff or not: a number of possibilities were considered, but none resolved. About stepping into the role herself, the Director demurred.

County Executive George Latimer Visits. He reassured the meeting that the County can help with Covid-related health needs, masks, etc., as well as grant money. Ellen Hendrickx, just promoted to Director of Research and recently elected Greenburgh Town Board Councilwoman, accompanied his brief visit.

Director's Report

Total November circulation, 4,078 [for October, 4,651].

Inter-Library loans for November, 1,701 [October, 1,858].

Received 1,102; Sent, 599 [1,172; 686].

Overdrive, 826 [771]. Hoopla, 103 [84]. Curbside pickup, 40 [45].

People Count for November, 2,684 *for twenty-three days open, for an average of one hundred seventeen a day* [2,992; *twenty-five; one hundred twenty*].

Angela announced the return of full Saturday hours, beginning January 8, 2022.

10 A.M. until 5:30 P.M. And, announced and introduced, though not in-person,

Vlora Sinani, the new full-time Saturday Circulation Desk clerk. Between now and then she'll have some weekday break-in sessions, then take agency on the 8th. Other full-time weekday staff will complement, moving a full-day schedule to Saturdays, rotating every three or four weeks. Vlora replaces the long-time circ-desk clerk Patty Vano, who continues her full-day Friday circ-desk schedule.

Angela reported on our new fine-free structure. Our website announces:

Effective January 3, 2022 the Library will no longer be charging fines for overdue books!

If items are not returned, after thirty days past due they will be considered lost and patrons will be billed the replacement cost of the item.

Many nuances exist, and Angela explored some of these. For example, if a paid-for book be found, can a patron buy the item, and are there extra fees.

A December 19th email from Lindsay Stratton, WLS Systems Librarian, expanded on these points. Its text, to be signed by the individual library owning the book, etc.:

7 day notice, This is an alert that the following library materials are 7 days past due.

Please return them as soon as possible to any WLS library. If items are not returned, after thirty days past due they will be considered lost and you will be billed the item cost.

21 day notice, This is an alert that the following library materials are 21 days past due.

[Reprise of the 7 day notice, "Please return . . . billed the item cost."]

Auto-renewal notice, Please check your library account for the status of other checked out items at <https://catalog.westchesterlibraries.org/>. If items are not returned . . . billed the item cost.

Lost Notice (30 days, *print*), This is an alert that the following library materials are thirty days past due and considered lost. You are being billed for the replacement of these items. Items can still be returned, which will clear the replacement bill. If you have any questions, please contact your specific library.

Pre-due Courtesy Notice, This is an alert that the following Library materials will come due soon. Some items may be renewed automatically, or may be renewed online or by phone.

The meeting adjourned at 8:37.

The next, *on Zoom*, Thursday, January 27, 2022, 7:30 P.M.

Respectfully submitted,

Peter Keil, January 26, 2022.