

**Board of Trustees Monthly Meeting**

April 9, 2025

Present: Heather Bryant, Barbara Steckel, Sandra Birnbaum, Luke Powell, Jill

Resnick, Amy Kelley

Others Present: Jennifer Brown

Absent: Joyce Reed

**Opening of Meeting:**

* Trustee Bryant called the meeting to order.
* The meeting opened at 6:40 pm.

**Approval of March Minutes:**

* The motion to accept the minutes as corrected was made by Trustee Resnick and seconded by Trustee Birnbaum.
	+ The motion was unanimously approved by all members present.

**President’s Report:**

* Presented by President Bryant
* President Bryant sought clarification and correction on the terms of Trustees Reed and Powell. The president also sought guidance from the Village Manager on whether Trustee Kelley would need to be sworn in

**Director’s Report:**

* Presented by Director Brown
* Risk Management
	+ The Village of Mount Kisco has formed a risk management committee. Director Brown was assigned to represent the library. They reviewed mandatory training for Village employees. They also reviewed job descriptions and ensured employees were performing their roles.
	+ The library must develop an evacuation plan and disaster recover plan. Director Brown will begin working on the plan.
* IMLS Funding
	+ ALA and NYLA are addressing impact that closure of Institute of Museum and Library Services. WLS will preset a workshop on the impact of legislation, executive orders, and project 2025 on public libraries.
		- Summer programs, databases, funded by IMLS funds
	+ Cannot apply for LSTA grants
* Strategic Plan
	+ Revised staff survey and sent to staff members. Reduction of open ended questions and total number of questions.
* Personnel
	+ Library Staff collectively took 34 hours of training in March.
* Museum Passes
	+ The Friends of the Mount Kisco Public Library added new museum passes. The first drawings will be held on Monday, April 14th.

**Committee Reports:**

* Planning Committee: Basic discussion of Strategic planning. The committee will meet to discuss it further.

**Board Treasurers Report:**

* Presented by Treasurer Birnbaum
* A motion to accept the Treasurers report was made by Trustee Bryant and seconded by Trustee Powell.
	+ The motion was unanimously approved by members present

**Library Financial Report:**

* A motion to accept the Library Financial Report was made by Trustee Powell and seconded by Trustee Birnbaum.
	+ The motion was unanimously approved by members present.

**New Business:**

* Discussion of plant tower and enhancing outreach and engagement
* Strategic Plan
	+ Employee Survey went out on Monday 4/7/2025.

**Old Business:**

* No old business.

**Voting Items:**

* No voting items.

**Executive Session:**

* A motion was made to enter executive session was made by Trustee Powell and seconded by Trustee Bryant.
	+ The motion was unanimously approved by members present.
	+ Entered executive session at 8:09 pm.
* A motion was made to exit executive session was made by Trustee Powell and seconded by Trustee Bryant.
	+ The motion was unanimously approved by members present.
	+ Exited executive session at 8:27 pm

**Public Comment:**

* The public comment section was opened by Trustee Bryant.
* No comments were submitted.

**Adjournment:**

* A motion to adjourn was made by Trustee Bryant and seconded by Trustee Powell.
	+ The motion was unanimously approved by members present.
	+ The meeting concluded at 8:27 pm

Respectfully submitted,

Luke Powell

Vice President, Secretary, Trustee

Mount Kisco Public Library Board of Trustees