



Board of Trustees Monthly Meeting

May 21, 2025

Present: Heather Bryant, Barbara Steckel, Luke Powell, Jill Resnick, Joyce Reed

Others Present: Jennifer Brown

Absent: Sandra Birnbaum, Amy Kelley

Opening of Meeting:

- Trustee Bryant called the meeting to order.
- The meeting opened at 6:41 pm.

Approval of March Minutes:

- The motion to accept the minutes as corrected was made by Trustee Bryant and seconded by Trustee Reed.
 - The motion was unanimously approved by all members present.

President's Report:

- Presented by President Bryant.
- Two members of the library community lost close members of their family. The board will send condolence cards to these community members.
- A large donation was made; the board will send a thank you letter.

Director's Report:

- Presented by Director Brown.
- New York State Energy Research and Development Authority's Experience Clean Heat – Consumer Initiative.
 - MKPL will receive \$2,500 in services from NYS to highlight our clean energy heating system.
- New Collection
 - A new collection called Wonderbooks will be available in the children's department. Wonderbooks are a combination of a traditional audiobook and traditional book.
 - The board would like to make sure there are books available in Spanish as well.
- Room Rental Policy
 - An issue occurred with a room rental in the past month. Multiple policies were violated. The board discussed updates to the policy.
- Village Photo MTK150
 - MKPL participated in a staff photo with the Village, organized by the Village
- PLA Leadership Committee
 - Director Brown was asked to be on the Public Library Association Leadership Committee. This is a 2-year appointment beginning on July 1, 2025
- Personnel

- Two people have been offered the position of Watchperson. Their anticipated start date is June 2nd.
- Eight Staff members took a combined 37 hours of training on multiple topics

Committee Reports:

- Friends of the MKPL: The Friends want to do a tag sale
- Strategic Planning Committee: Strategic Planning Timeline established
 - April – Employee Survey.
 - May – Prepare Educator Survey.
 - Early June – Send out Educator Survey.
 - Late June - Prepare and Release Community Survey.
- Development Committee: Plan first meeting off employee survey.

Board Treasurers Report:

- Presented by Treasurer Birnbaum.
 - A discussion occurred regarding liability insurance for the Board.
- Vote Tabled until next meeting.

Library Financial Report:

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

New Business:

- Room Rental Policy.

Old Business:

- Book Sale.

Voting Items:

- Motion was made by Trustee Resnick and seconded by Trustee Steckel to amend the Policies and Rules for the use of the meeting room.
 - The motion was unanimously approved by members present.

Executive Session:

- A motion was made to enter executive session was made by Trustee Powell and seconded by Trustee Steckel.
 - The motion was unanimously approved by members present.
 - Entered executive session at 8:25 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 8:35 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 Steckel and seconded by Trustee Powell.
 - The motion was unanimously approved by members present.
 - The meeting concluded at 8:35 pm

Respectfully submitted,

Luke Powell
Vice President, Secretary, Trustee
Mount Kisco Public Library Board of Trustees