

Mount Kisco Public Library Board of Trustees

Meeting: 18 June, 2024

Present: Heather Bryant, Barbara Steckel, Luke Powell, Jill Resnick, Sandra Birnbaum
Others Present: Library Director Jennifer Brown
Absent: Maria Ciccone, Joyce Reed

Opening of Meeting:

~Motion to open the meeting by Trustee Steckel, seconded by Trustee Resnick.
~Motion was unanimously approved by members present.
~Meeting opened at 6:36 pm.

Approval of May Minutes:

~Motion to approve the minutes was made by Trustee Resnick and seconded by Trustee.
~Motion was unanimously approved by members present.

President's Report:

- President Absent. No Report Submitted.

Director's Report:

Presented by Library Director Brown

- Duct Cleaning
 - Efficient, on time, on budget. We need to replace the air filters more frequently.
- Personnel
 - Stephanie Santos accepted the offer to become the next business manager
 - Stephanies position will need to be canvassed
 - Evgenia Nikopoulou has resigned to accept a full time position with Larchmont Public Library
 - Called for the list from Civil Service for Librarian I
- Director to meet with Trustee Birnbaum and Stephanie Santos regarding “reimburseables” to the board

Voting Items:

- No Items were voted upon during this session.

Committee Reports:

- Onboarding Committee Report
 - Nothing to report. Moving into the strategic planning process.
- Friends of the MKPL Report
 - Created a membership application. New fundraising and new membership
 - Adult spelling bee conversation
 - Conversation about reading room renovations
- Fundraising Committee

- Preliminary plan for book sale
- Budget Committee
 - Purpose is to formulate a strategy for budget season, discuss streams of revenue
 - Walkthrough of the budget

Board Treasurers Report:

~Presented by Trustee Birnbaum.

~Motion to approve the Board Treasurers Report was made by Trustee Powell and seconded by Trustee Resnick.

~Motion was unanimously approved by members present.

Library Financial Report:

~Motion to approve the Library Financial Report was made by Trustee Powell and seconded by Trustee Birnbaum.

~Motion was unanimously approved by members present.

Voting Items:

- Motion to approve the hiring of Stephanie Santos was made by Trustee Birnbaum and seconded by Trustee Steckel.
 - Motion was approved by all members present
- Motion to approve salary increase between one Librarian II and two Librarian I position for the purpose of moving us closer to pay parity within Westchester County was made by Trustee Steckel and seconded by Trustee Resnick.
 - Motion was approved by all members present
- Motion to approve the motion to amend the circulation policy to remove overdue fines for Books and Media on July 1st made by Trustee Birnbaum and seconded by Trustee Powell
 - Motion was approved by all members present

New Business:

- The board will review of Employment Agreement between the Village/Town of Mount Kisco and the Village Administrative Group

Old Business:

- No Old Business

Public Comment:

~The public comment section was opened by Trustee Bryant.

~No comments were submitted.

Adjournment:

~Motion to adjourn was made by Trustee Steckel and seconded by Trustee Birnbaum.

~Motion was unanimously approved by members present.

~Meeting closed at 8:30 pm

Respectfully submitted.

Luke Powell
Secretary, Trustee
Mount Kisco Library Board of Trustees