

**Mamaroneck Library Board of Trustees Meeting**  
**Minutes for September 11, 2024**  
**Mamaroneck Public Library**

1. Call to Order

Ellen Hauptman, President, called the meeting to order at 7:00pm.

Board members present: Ellen Hauptman, Janice Goldklang, Paul Ryan, Ellen Freeman, Sid Albert, George Mgrditichian, Lilliana Diaz-Pedrosa

Board members absent: Luisa Fuentes, Elenita Chmilowski, Deena Demasi

Also present: Richar Aks (non-board member treasurer) and Trish Byrne, acting director

2. Presentation by Joe DeRenzis on the water pressure leak for fire/sprinkler system. Joe explained the issues in order to fix the problem. He provided three bids and three scenarios to complete the work. He also mentioned that he has outstanding questions with the companies that provided bids. Joe will follow up with additional questions, including if the FDC connection can be abandoned and return next month with more information. If possible, the board will vote to hire a firm to do the job.
3. A motion to approve the minutes of the July 10, July 22 and August 15 meetings was made by George Mgrditichian and seconded by Sid Albert. All approved.
4. Audit of Bills: Linda and Pearl have put together a list of pre-paid/ electronic bills. The board approved this list and also added the monthly bill for health insurance. These "pre-paid" items will be highlighted on the Audit of the Bills. All bills were approved by the Board.
5. Financial update – All financial statements and bank reconciliations must be approved by the Board at every meeting. In sum, our income was slightly higher this month and our expenses slightly lower. Therefore we are within budget. A motion was made by George Mgrditichian and seconded by Paul Ryan to approve the financials and bank reconciliations. All approved.
6. CSEA – The Board ratified the new CSEA Agreement. Additionally, the Board approved a 50 cent per hour increase for each of the 3 years pages (not part of the CSEA Agreement).
7. A motion to wave the nepotism clause for hiring a new page who is the daughter of one of our librarians was approved. This is a one-time exception. Two pages were hired to work 8 hours per week, replacing a page who worked 17 hours per week.

8. Gabi Rodriguez has been conditionally appointed by the board as a children's librarian at an annual salary of \$57,000 per year. She begins this month. A final appointment will be voted on during the October board meeting.
9. The Board agreed to pursue legislative action to reduce the size of the board from 11 to 9 trustees. George will follow up with Terry Kirchner (Westchester Library System) who previously offered to provide guidance.
10. Fundraising update. A fundraising strategic plan was created. Three initiatives were approved.
  - a. Follow up with foundations that donated in the past
  - b. Giving Tuesday
  - c. Year End Appeal: Year-end letters will go out to a wider list including tax-payers, patrons and previous donors. George will look into the cost from Print Craft.

Additional items were discussed and approved by the board.

Sid will again run the annual holiday Craft Fair.

A donate button will be added to all program announcements that go out to patrons weekly

A newsletter will be created by Amy Donahue to either go out monthly or bi-monthly highlighting departments and events at the library.

Two staff members will be present at Harbor Island for the Spooktacular.

11. The meeting was adjourned at 8:22pm