

**Bedford Village Free Library
Board Meeting Minutes
February 2, 2022**

ATTENDANCE

Via Zoom - Ann Cloonan, Ted Eigel, Colleen Gelfand, Scott Harrison, Ray Infarinato, Rob Oden, Olivia Peters, Margaret Scott.

BOARD GOVERNANCE

The meeting was called to order at 7:08pm and the January Board meeting minutes were approved.

Margaret will continue to join our meetings until she officially rolls off. The Nominating Committee is working on a replacement for Margaret, and any proposed candidates' names can be forwarded on to the Committee via Colleen. We once again discussed that a logical place to start is the pipeline of Advisory Ambassadors.

In the last month, Ellen Calves, Bobbi Bitker, and Abe Zambrano from the Town Board reached out to us regarding a meeting for 2022 capital planning and operations. In the course of a subsequent thirty-minute phone call, they mentioned that they'd like to have quarterly meetings with each library regarding its needs and operations. Participants on the call discussed our current needs (including technology, HVAC, the potential new fence, and salary reviews with necessary adjustments), as well as how we'd be able to use any ARRP funds allocated to us (most likely, they'd go towards technology and HVAC needs).

FINANCIAL UPDATE

Ted noted that we continue to be in a sound financial position, with our funding even a bit above where we were at this time last year. In terms of 2022 budgeting vs. spending, it's not very telling yet as we just finished January.

BOARD COMPENSATION REVIEW

We are overdue to have a compare-and-contrast with other libraries, particularly as the incremental increases we generally add each year will not catch up our employees' salaries with inflation.

Ann has done a wonderful job of hiring and retaining valuable employees, but a salary increase in the 2-10% range is recommended. One salary in particular appears to have started at a lower than market rate so deserves quite a bit more.

Ray, Ted, and Rob – with the help of Ann's thorough review of the employees' various roles and responsibilities – will present a detailed plan and recommendations to the rest of the Board.

In the market research conducted thus far, it is of note that we pay at the lower end of salaries for the association libraries sampled (adjusting for the fact that we don't give benefits as well).

In the last three years, Ann has noticed that things have shifted more than she'd realized. The scopes of people's jobs have changed, so increases in salaries would be warranted. Also, only one other association library doesn't pay benefits, and a lot of other libraries have assistant directors.

We may want to consider hiring an assistant director, so Ann suggested bringing in a new volunteer for this role as a short-term plan to grow. Ann has a couple of adults in mind.

DIRECTOR'S UPDATE

The first in-person adult meeting since 2020 was the morning of 2/2/22.

Ann is starting some programs in the building (people are masked but feeling comfortable), and Ann has been able to proctor some exams and kids are able to study inside again.

Ann is bringing some of the adult volunteers back, and the knitting group can come back as well.

The HVAC is almost complete and should be done by the end of the week.

Rusticus is still planning a possible redo of the hardscape in front of the library, and HoppGround is also interested.

A former Garon Fence employee has spun off to form his own company, and is willing to put in a bid for the new fencing. Ray will follow up with him to make that possible.

Margaret also has a recommendation for another possible bid.

ANNUAL APPEAL

At this time last year, we had brought in less money with approximately the same number of donors. Memorial gifts in the name of Avery Craven were directed to the library, which was a pleasant surprise.

Robyn is pleased with how the appeal is going and is gearing up for the March letters.

CHILDREN'S PROGRAMMING

We are continuing with grab-and-go activities through March 1, and if cases drop we'll reconsider whether to continue on with those at all.

This month, volunteers will be making candy bags and valentines and keychains for health care team members at (mostly) Northern Westchester Hospital.

ADULT PROGRAMMING

The adult birding class in conjunction with Lewisboro will begin in March.

We are bringing in Dr. DiYanni for poetry month (April) in conjunction with Pound Ridge's library, and we will also be soliciting submissions from kids in grades K-12 for the poetry contest that month.

WLS TECHNOLOGY

Alix Townley is working with WLS to move the host to a new website, after which email addresses will be “@bedfordfreelibrary.org” instead of “@wls.org.”

ADJOURNMENT

The meeting was adjourned at 8:03pm.