Minutes of the Irvington Public Library Board of Trustees Meeting
June 15, 2026

In Person at the Irvington Public Library: Laura Lilienfield, President; Roddy Austin, Sara Kelsey, Heather Thomas, Pierrette Pillone, Trustees; Rosemarie Gatzek, Library Director; Larry Ogrodnek, Trustee Liaison.

Action items are noted in ***bold italics***.

The minutes of the previous meeting of May 11, 2026, were accepted.

The Treasurer's Report for May was accepted (final month of the fiscal year). T101 balance is currently $5K. Additional bills are still outstanding. Rosemarie notes that $40K has been received from FOIL, but has not been deposited yet. The auditors will begin their work in July. Final balances will be available then, and everything should be OK.

President's Report:

- By next month all current Program Room repairs should be completed.
- The replacement projector is a floor model with 700 hours of use (expected lifespan of 20,000 hours). The Library received a $500 discount (final cost $4,450).
- Induction loop repair is done. The first use of the repaired system will be at the HLA meeting on Saturday, June 20.
- A letter was sent to the Village Board outlining the two HVAC project options from Tietjen Venegas. Charles just returned to the office, so he hasn't yet reviewed the options. The Village Board would like the options presented. Edison from Tietjen Venegas will reach out about doing a presentation at the July 13 Village Board meeting. Rosemarie will wait for this to be confirmed by Charles, and if anything isn't clear, he will provide feedback to Rosemarie and Laura.
- WHG did not replace the bleeder valve on the changeover to A/C because there was insufficient time between cold and hot weather.
- The skylight is still leaking. Angel will seal it again.
- The Board approves shared building expenses for Jan-May ($9,414.78).
- Laura gave Carolyn the recommended changes to the employee handbook. Once those changes are made, the handbook committee will review the changes and finalize the handbook for approval.

Director's Report:

- Program attendance was slightly lower in May, although overall attendance was higher (possibly because of the book sale). In general, other statistics were lower in May and the Library felt quieter. Rosemarie notes that the lack of A/C on a few hot weather days may also have contributed to this.
- Review of statistics. Physical A/V was up, but other categories were lower, including electronic categories. Month-to-Month and Year-to-Year statistics followed a similar pattern.
- Review of programming. Yoga has been averaging around 12 people per class, which is approaching room capacity. If it continues to grow, additional sections could be considered. Adult game night had 14 attendees and is building a consistent following. The program is run by a former Irvington resident, who is a director of Cleromancy Games.
- The YA earring making workshop was popular. It is an inexpensive program and also has a social mission, where each participant makes one pair of earrings for themselves and another pair for women living in a shelter.

Director's Report (continued):

- Teen extended study hours had lower attendance than last year.
- Touch-a-Truck Day attendance was estimated to be 150 and is always a popular event.
- Donations received include: $3K from The Gant Foundation, which will be used for employee education (T92); and $40K from FOIL for programming for the year (T101).
- The Children's summer reading program theme is "Unearth a Story". Participants track progress in a game board format to win prizes from the prize room. This is always a very popular program.
- Discussion about museum pass usage. The addition of MOMA was a huge success this year. Rosemarie feels that it may have sparked interest in other passes.
- Dia Beacon has discontinued all reciprocity with other museums; the Library will reduce this to one pass for next year.
- ***Sara suggests looking into other museums to include.***
- Stepping Stones is discontinuing passes. ***Rosemarie will add Westchester Children's Museum*** in Rye for a year to see how popular it is.
- Rosemarie will be away July 7-30.

Art Exhibitions Update:

- This month's exhibit is "Experience Greenburgh History", by the Greenburgh Black History Initiative.
- Gallery bookings are the same as last month.

Tiffany Reading Room Update:

- Sara led a walking tour on June 13. 18 people attended (maximum). The TRR and Belvedere were the main highlights.

Other issues:

- There is one Trustee Training event coming up ("Laws and Regulations" on June 17) and another scheduled for October ("Duties and Responsibilities of Key Office Roles" on October 29).
- Rosemarie distributed copies of the Library's NYS Annual Report. At some point, WLS will issue a compilation of all member library reports. Rosemarie will have a copy of the compilation available for review. The Board approves minor changes for future reports.
- The employee handbook will be reviewed next month for approval.
- The Board approves the following change to wording in the Disaster Response Plan: "If power will be out for an extended period of time, contact a Board Member. Based on available information, a reopening time may be determined."
- The Board approves the Library's share of the Village's annual service agreement with A-1 Computer Services ($13,260).
- The Village Board approved a 3% salary increase as of June 1 for all Village civil service workers.
- The Legislator's appreciation dinner is scheduled for July 21. The RSVP deadline is July 14. Rosemarie will send a reminder email to the Board.
- ***Pierrette will check the status of the employee evaluation and self-evaluation forms*** for review at next month's meeting.
- The next Board meeting will take place on Monday, July 6, 6:00pm, at the Library. There will be no meeting in August. The September meeting will take place on Monday, September 14, 6:00pm, at the Library.