Minutes of the Irvington Public Library Board of Trustees Meeting
March 9, 2026

In Person at the Irvington Public Library: Laura Lilienfield, President; Roddy Austin, Sara Kelsey, Dominique Picon, Anne Goldfield Rehm, 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 February 9, 2026, were accepted with minor corrections.

The Treasurer's Report for February was accepted. Heather notes there is a credit for interest earned (quarterly). T91 and T101 transactions include room rentals, donations, and credit from the sale of a work by the January artist. Overall, the Library is 4% under budget. Heather notes that Building Repairs and Maintenance is currently 39% under budget.

President's Report:

- Discussion regarding progress on Program Room repairs.
- The insurance adjuster was at the Library this week. Asbestos testing was negative, so there is now documentation for future reference. The prior report was never located.
- Estimates for the projector replacement will need 3 bids.
- Metro Sound Pro will reinstall the induction loop.
- D&N was able to clean the damaged wall panel (for hanging artwork), but one of the hanging bars is missing. ***Dominique will replace the missing bar.***
- ServPro also removed the track for rails for hanging paintings, but there are extras.
- The insurance adjuster suggests the entire floor may need to be refinished to match the areas that need repair. This has not been approved yet.
- Additional items needed that are not covered by insurance: Installing dimmer switches for recessed lighting and purchasing a portable case for the new projector.
- The hot water pump repair work is done, including painting.
- An access panel has been installed in the program room ceiling where the recent leak occurred. ***Rosemarie will ask John Warren*** to install a Water Hound or similar leak detector in the apartment involved (206). If this is not possible, it could be installed inside the access panel.
- Tietjen Venegas will have proposed contract documents for updating the mechanical systems available in time for the next Board meeting.
- Once consistently warmer weather sets in, the bleeder valve work can be done.
- Keshet reported a new leak in the skylight.
- Laura, Heather, Sara, and Pierrette continue to work on revisions to the Library's HR handbook. ***Rosemarie will provide information to Laura*** on work-from-home policies of other libraries.

Director's Report:

- Review of programs and statistics: The Program Room was not in use (due to water damage) between February 9 - March 7. Program attendance was generally strong. There were 16 Adult programs (10 in-person, 6 online); 3 YA programs; and 18 Children's programs. Children's programs were moved to the Children's area. The necessary adjustments worked well and people were understanding.

Director's Report (continued):

- Green Policy Task Force and Village Facilities Planning were the only meetings that took place in the Program Room.
- Month-to-month statistics were lower than previous months for almost every category (books, periodicals, music CDs); audiobooks were slightly higher. Some of these results were continued trends from January.
- ***Rosemarie will send a new copy of year-over-year statistics***, which need to be corrected. Month-to-month statistics are correct. Several factors may have contributed to lower statistics, including weather, vacations, and lower foot traffic. Rosemarie notes that online statistics are also down, but Consumer Reports is consistent.
- Hoopla has recently undergone changes with WLS. Because Hoopla is pay-per-use, WLS lowered the Hoopla borrowing limits (down to 3 titles per person per month) in anticipation of lower funding levels. There have been reports of increased "glitchiness" when using the platform.
- Keshet is interested in working on developing computer classes for adults. Sara offered to help if needed.

Art Exhibitions Update:

- The Irvington Schools' art exhibit ended early due to the closure of the Program Room.
- Artwork by the May artist, Wendy Goidell, may include studies of the human form. Discussion about possible content issues due to Children's Programming held in the space. ***Anne will contact the artist*** to discuss potential concerns, ***and will draft a policy statement*** for Board approval.
- The gallery is booked through January 2027, as well as March (and possibly April).

Tiffany Reading Room Update;

- Sara notes there are no tours coming up.
- The Historical Society did not end up meeting in the room due to seating constraints.

Other issues:

- Trustee training: Roddy, Sara, and Laura attended the e-accessibility seminar; Heather and Sara attended "Reimaging Libraries".
- ***Rosemarie will share information regarding upcoming Trustee training.***
- The Village Board will discuss the new Library budget on March 16. The budget will be released on March 20.
- The Board approves the following change to the wording regarding employee status: "Any Part-Time employee changing from Part-Time to Full-Time status shall have their Vacation and Sick times calculated so that it reflects the entire time they have been working for the Library as eligible employees."
- The Board approves adding the following hours for Patty Vano: 35 hours of Vacation time and 0.25 hours/month of Sick time, retroactive to June 1, 2025.
- The next Board meeting will take place on Monday, April 13, 6:00p.m., at the Library.