

# **LARCHMONT PUBLIC LIBRARY**

## **BOARD OF TRUSTEES**

**July 9, 2025**

The Larchmont Public Library Board of Trustees will hold its next regularly scheduled meeting on July 9, 2025, at 6:30 PM. Please call Andrew Farber (914-834-1977) or e-mail him ([afarber@larchmontlibrary.org](mailto:afarber@larchmontlibrary.org)) if you are unable to attend.

### **AGENDA**

- Friends of the Library Report
- Approval of Library Board Meeting Minutes for June 11, 2025.
- Committee Reports
  - Finance
    - Approval of bills
    - Resolution to accept the SAM grant money
    - Resolution to allow the Board President to approve August bills
  - Facilities
    - Update on facilities issues
  - Centennial
    - Update on committee
- Library Director's Report
  - Additional Items
    - Village Center renovations
    - Elevator Retro-fit
    - Pay scale addendum
    - SAM grant update
- Hear Members of the Public
- Adjournment

**Larchmont Public Library  
Board of Trustees  
Minutes of Meeting  
June 11, 2025**

The Larchmont Public Library Board of Trustees met on 6/11/25, attended by Library Board Chair Lauren Gottfried (LG), Library Trustees Jill Brennick (JB), Linnet Tse (LT), Barbara Liptack (BL), Celeste Sharpe (CS), Galit Lopatin Bordereau (GLB), Barbara Flickinger (BF), Town of Mamaroneck Liaison Sabrina Fiddelman (LSF), Friends of Larchmont Liaison Ellie Berlin (EB), Library Director Andrew Farber, and Library Staff Assistant Janet Regan (JR). Village of Larchmont Liaison Dana Post (DP) and Head of Reference Paul Doherty (PD) were not present.

Library Board Chair LG called the meeting to order at 6:05 pm.

**Minutes**

The Board unanimously approved the minutes for the May 14, 2025, Library Board meeting.

**Board**

LG welcomed everyone to the meeting.

**Friends**

EB announced a \$100,000 donation to the Library to renovate the Village Center. EB will ask donors if they would like their names on plaques. The Friends reported on their successful fundraising and a successful Jazz program.

A Donor is donating another \$100k in July, in the form of stock.

The e-media campaign is starting. If more money is needed, the FOL will donate to that.

LG thanked EB for their generosity.

**Committee Reports**

**Finance**

***Schedule of Bills and Performance Report:*** The Board unanimously approved the schedule of bills and the additional list of bills dated 6/11/25.

AF reported that there would be a budget shortfall due to building maintenance, health care costs, and retirement costs.

**Centennial**

The Centennial committee met this month and discussed the focus of the Library's history and budgeting needs for the centennial.

**Facilities**

The children's room elevator has been repaired.

Otis Elevator has informed us that they expect to begin work on the elevator retrofit by the end of June.

The phone lines have been switched from copper to Fios.

Locks have been changed for two bathrooms on the main floor. Proper locks and keys will be put in.

Toilet paper dispensers are being changed to 1-ply from 2-ply rolls.

### **Resolutions**

GLB made a motion to move \$100 from the restricted fund to the programming line. BF seconded. The resolution was unanimously approved.

LT made a motion to create a Village Center Capital Fund project. BF seconded. The resolution was unanimously approved.

CS made a motion to accept the Millburn Flooring/Renu's contract in the amount of \$26026.01 to replace the flooring in the Village Center. GLP seconded. The resolution was unanimously approved.

BL made a motion to accept Nabor Electric's lighting contract in the amount of \$12,120. GLB seconded. The resolution was unanimously approved.

CS made a motion to accept Andreu Remodeling's contract to repaint the Village Center in the amount of \$11,100. JB seconded. The resolution was unanimously approved.

BF made a motion to accept JP McHale's contract for termite prevention and monitoring in the amount of \$3878, plus \$549 annually. LT seconded. The resolution was unanimously approved.

GLB made a motion to accept JP McHale's contract for pest prevention and carpenter ant treatment in the amount of \$1720. CS seconded. The resolution was unanimously approved.

CS made a motion to accept Andreu Remodeling's quote to power wash, patch, and paint the front entrance in the amount of \$3460. BL seconded. The resolution was unanimously approved.

### **Director's Report**

AF discussed the multiple parts of the Village Center renovations. We are currently waiting for a quote to upgrade the AV equipment. Work is expected to start on June 19<sup>th</sup>. The Village of Larchmont will move its meetings to accommodate the work being done.

The CSEA and our council are completing the pay scale addendum to be voted on at the next meeting.

AF attended the Rotary club's Hammock school essay competition awards. The Library will bind the collection as a book and store it at the Library for public viewing.

The Library will be implementing an online training program for PESH and workplace violence. All staff will be required to complete this training annually.

The children's department has sent the schools it's summer reading kickoff video.

The Library has begun purchasing items for our Library of things pilot program.

The blood drive was a success.

We had 10 applications for interns, and our YA librarian, Kim, selected 4. They will be here 30 hours a week. They pull holds, helped create the summer reading trivia game, and met and spoke with staff from most departments.

The meeting adjourned at 7:10 pm. The next scheduled Board Meeting will be held on 7/11/25 at 6:30 pm.

Respectfully Submitted,  
Andrew Farber  
Library Director

5TRF  
ANDREU REMODELING CORP.

# PROPOSAL

40 HOLLYWOOD AVE  
Tuckahoe, NY 10707  
Cell 347-334-8398  
Fax 914-364-5801  
jandreupainting@gmail.com

DATE 6/23/ 2025

To: 121 Larchmont Ave  
Larchmont, NY 10538

SALESPERSON	JOB	PAYMENT TERMS	
Jimmy	Kitchens	Due on receipt	

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Village Center Kitchens:  Kitchen, remove old countertops and Backsplash Supply and install new countertops and Backsplash, Color White a mix of Gray # 4924 Install the same sink and install Plumbing.  Supply and install a new Table from the same Material Apply Metal Legs to the table Size 30" x 60"  HALF KITCHEN: Remove Base Cabinets remove Countertop, and sink Paint and install 2 shelves 76x24 for storage. Cap Plumbing inside the wall	\$2,850.00          \$1,230.00	
	❖ Taxes		
TOTAL			4,080.00

THANK YOU FOR YOUR BUSINESS!



# NABER CORP. ELECTRIC

1025 Saw Mill River Road, Yonkers NY  
(914) 941-2244 | Fax (914) 923-3022

## PROPOSAL

Commercial

Industrial

Residential

June 23, 2025

Larchmont Public Library  
121 Larchmont Avenue  
Larchmont, NY 10538  
Attn: Janet Regan

Phone: 914-834-2281

Email: jregan@wlsmail.org

Re: Larchmont Library - Village Center  
121 Larchmont Ave  
Larchmont, NY

We herewith submit our proposal for additional electrical work to be performed at the above referenced project in accordance with the following specifications.

### Scope of Work

- A. Provide and install five (5) boxes with wires.
- B. Provide and install five (5) wall sconces per attached specification sheet.
- C. Tie-in new sconce lighting to existing switch.

Our price for the above referenced project shall be in the amount of **Three Thousand Six Hundred and Seventy Dollars** ..... **\$3,670.00**

### QUALIFICATIONS:

- 1. All GC work such as rubbish removal, patch and paint are excluded.
- 2. All excavating, trench, encasements, backfill, concrete or light bases by others.
- 3. EMT and MC cable as per local code for all branch circuit wiring.
- 4. **WORK IS LIMITED TO ABOVE REFERENCED SCOPE. ANY WORK OVER AND ABOVE THIS SCOPE WILL BE BILLED OUT ACCORDINGLY.**
- 5. No asbestos work, abatement, and/or standby for same.
- 6. This contractor's installation shall conform to local code, rules and regulations.
- 7. This contractor's work performed during standard electrician's workday.
- 8. Umbrella Insurance Exclusion Designated Work and Designated Ongoing Operations: Exterior work over 30', or 2 stories, whichever is closer to the ground; or any project that involves adding stories to an existing structure, whether performed by any insured or subcontractors on any insured's behalf. However, work performed on flat roofs up to 75' or 5 stories whichever is closer to the ground, where access to the roof is provided inside the building is covered.
- 9. Umbrella Insurance requirements in excess of \$5m are excluded; should additional coverage be required additional costs will be billed accordingly.
- 10. Naber Electric, Corp. shall not be held liable for errors or omissions in design by others nor inadequacies of material and equipment specified/supplied by others.

If you should you require any additional information, please do not hesitate to contact our office.

Respectfully Submitted,  
Eugene Spratt  
Naber Electric Corp.



DATE: \_\_\_\_\_ TYPE: \_\_\_\_\_

NAME: \_\_\_\_\_

PROJECT: \_\_\_\_\_

Incandescent

**P7103-30**

**Sconce**

Tri-band louver. Provides illumination from top, bottom and between louvers.

Category: Sconces

Finish: White

Construction:

metal shade

Width: 14"

Height: 7"

Depth: 7"

H/CTR: 2-1/4"

MOUNTING	ELECTRICAL	LAMPING	ADDITIONAL INFORMATION
Wall mounted Mounting strap for outlet box included 4-1/2", 5"ht.	Pre-wired 6" of wire supplied 120V	Quantity: 1 100W Medium Base Medium porcelain socket	UL-CUL1 year warranty Companion fixtures are available

## **SUPPLEMENTAL MEMORANDUM OF AGREEMENT**

This Supplemental Memorandum of Agreement is hereby entered into by and between the Larchmont Public Library (the "Library") and the Civil Service Employees Association, Inc., Local 1000 AFSCME, AFL-CIO, Larchmont Public Library Unit #8221-01, Westchester County Local 860, (the "CSEA" and/or "Union") this \_\_\_ day of June, 2025.

WHEREAS, the parties have negotiated a Memorandum of Agreement covering the period June 1, 2025 through May 31, 2028 (the "2025-2028 MOA"); and

WHEREAS, the 2025-2028 MOA has been executed by both parties and ratified by the membership of the Union and by the Library Board; and

WHEREAS, after review of the salary increases agreed upon in the 2025-2028 MOA, the parties have agreed to adjust the hourly pay ranges for only the title of Part-Time Library Clerk, subject to ratification by the membership of the CSEA and the Larchmont Public Library Board:

NOW, THEREFORE, IT IS HEREBY AGREED by and between the parties, as follows:

1. This Supplemental Memorandum of Agreement shall be limited to the hourly pay ranges for the title of Part-Time Library Clerk, as expressly set forth herein. Except as expressly addressed herein, all other provisions of the parties' collective bargaining agreement which expired on May 31, 2025, as amended by the 2025-2028 MOA, shall remain in force and effect.
2. All provisions of the collective bargaining agreement which expired on May 31, 2025, as amended by the 2025-2028 MOA and by this Successor Memorandum of Agreement, shall be incorporated into a successor collective bargaining agreement.
3. Article 20 (Salary and Wage Administration), Section F: Amend to provide that the minimum ("MIN") and maximum ("MAX") hourly pay rates for Part-Time Library Clerks hired on or after June 1, 2015 shall be as follows:

	1 <sup>st</sup> -5 <sup>th</sup> Years		6 <sup>th</sup> -10 <sup>th</sup> Years		11 <sup>th</sup> Year and After	
	MIN	MAX	MIN	MAX	MIN	MAX
<b>PART-TIME LIBRARY CLERK</b>						
<b>Effective 6/1/2025:</b>	<b>\$16.50</b>	<b>\$18.15</b>	<b>\$18.15</b>	<b>\$19.50</b>	<b>\$19.50</b>	<b>\$21.00</b>
<b>Effective 6/1/2026:</b>	<b>\$17.00</b>	<b>\$18.69</b>	<b>\$18.69</b>	<b>\$20.09</b>	<b>\$20.09</b>	<b>\$21.63</b>
<b>Effective 6/1/2027:</b>	<b>\$17.50</b>	<b>\$19.26</b>	<b>\$19.26</b>	<b>\$20.69</b>	<b>\$20.69</b>	<b>\$22.28</b>

4. This Supplemental Memorandum of Agreement is subject to ratification by the membership of the CSEA and by the Library Board of the Larchmont Public Library.

Dated: June \_\_, 2025

For the Library:

\_\_\_\_\_  
Andrew Farber  
Library Director

\_\_\_\_\_  
President, Library Board

For the CSEA:

\_\_\_\_\_  
Michael Lombardi  
Labor Relations Specialist