

Larchmont Public Library
Board of Trustees
Minutes of Meeting
April 8th, 2026

The Larchmont Public Library Board of Trustees met on 4/8/26, attended by Library Board Chair Lauren Gottfried (LG), Library Trustees Linnet Tse (LT), Galit Lopatin Bordereau (GLB), Barbara Liptack (BL), Barbara Flickinger (BF), Jill Brennick (JB), Village of Larchmont Liaison Ian Post (DP), Library Director Andrew Farber(AF), Library Staff Assistant Janet Regan (JR) Library Trustee Celeste Sharpe (CS) Head of Reference Paul Doherty (PD), and member of public Ron Black (RB). Town of Mamaroneck Liaison Robin Nichinsky (RN), Friends Liaison Ellie Berlin (EB) were not Present.

Library Board Chair LG called the meeting to order at 6:30 pm.

Minutes

The Board unanimously approved the minutes for the 3/14/26 Library Board meeting.

Board

LG welcomed everyone to the meeting.

Friends

There was no members of the Friends present to give a report.

Committee Reports

Finance

Schedule of Bill: The Board unanimously approved the schedule of bills and the additional list of bills dated 4/8/26.

Centennial – Totes samples have arrived and will be ordered.

Two banners have been installed, one in the front vestibule replacing the existing banner and one in the Children's room lobby over the water fountain.

Facilities

The children's elevator phone has been replaced.

The Main elevator had been slowing down and hesitating, this is by design the slow descent is intentional.

The Children's removed shelving for CDs, and new shelving was installed. There is a delay in the installation of the solar panels due to the electrical subcontractor. The panels will be delivered next week during school vacation. 74 panels will be delivered to be put up on the roof and they will take 3 days to install.

Policies

Internet policy

BL stated that the policy is flexible enough that we can still use it. No changes are recommended.

Code of Conduct

CS proposed a change to the code of conduct, adding *patrons shall not bathe or run water for excessive period of time*.

CS proposed adding a Vulnerable Adult policy. The Scarsdale policy has 3 paragraphs. Scarsdale specifies the minimum age of caregivers.

Unattended child policy

A discussion about the unattended child policy took place. GLB and AF will review the current policy and make a recommendation.

Directors Report

Public Library Association conference

AF attended the Public Library Association conference last week 3/31-4/3 in Minneapolis, Minnesota.

One topic that was very interesting was using AI for grant proposals to analyze the core values of the grantor key words and see how closely the objectives align with both the grantor and library.

Junior League Westchester

Last month AF presented to the Junior League Westchester(JJLW) on the Sound. The President of the JLW came and gave us a \$200 donation for the centennial. The Friends will match this contribution.

Rotary/ Hommocks essay competition

Hommocks school essay competition is underway. Rotary used release forms to allow the essays to be bound. One copy goes to school; one circulates and one will be in the reference section. This is an important connection with the community. Each year we will continue to bind these essays.

Google Drive

AF has set up a shared google drive for the board to use.

Westchester Library System (WLS)

WLS will be replacing the virtual environment and returning to full computers for the libraries that use them.

This will be the last time they are replacing computers, after this cycle Libraries will have to purchase their own computers. Our WLS bill should be lower. WLS will provide IT support for those devices.

Hoopla

At PLA AG spoke with Hoopla reps. It looks like it will be about \$13,000 a year. But this isn't a guarantee, it will depend on usage. It is a pay per circ model. The more popular it is, the more expensive it is.

Libby

Libby is being heavily utilized. We are anticipating a \$1500 short fill on that line.

Kanopy

Kanopy is ending for non-free items in June and the contract is up at the end of the year. It could possibly go away.

Annual report

The new portal is up. We need an extension in order to get answers about the capital fund. WLS is aware that the Village treasurer has resigned and the capital fund numbers are in question.

NYS procurement process

We now need to reach out to the state to get vendor numbers assigned for work as part of prevailing wage rules.

Wall Street Journal (WSJ)

The library recently gave their patrons online access to the WSJ, which was paid for by Friends.

Children's Room

The Children's room is starting to plan their summer reading and promotion. Kids will plant a garden in Ryders Garden with the help of Sheldrake Environmental Center. They have created a display for Earth day that is now up and includes a tree. They had a decade dance party for the 100th attended by over 100 people. The children's staff is expanding the early reader graphic novel section. They were moved from the graphic novel area to new shelves to create more breathing room in the regular graphic novel section.

Adult Section

March's centennial programs focused on celebrating the 1940s and we had 7 adult programs with a total of attendance of 145.

The meeting went into executive session at 7:25 and exited at . No actions were taken. The meeting was adjourned at 7:35. The next scheduled board meeting will be on 5/13/26 at 6:30 pm.

Respectfully Submitted,
Andrew Farber
Library Director