

**Larchmont Public Library
Board of Trustees
Minutes of Meeting
July 9th, 2025**

The Larchmont Public Library Board of Trustees met on 7/9/25, attended by Library Board Chair Lauren Gottfried (LG), Library Trustees Jill Brennick (JB), Linnet Tse (LT), Galit Lopatin Bordereau (GLB), Barbara Flickinger (BF), Celeste Sharpe (CS), Town of Mamaroneck Liaison Sabrina Fiddelman (LSF), Friends Liaison Ellie Berlin (EB), Library Director Andrew Farber, Head of Reference Paul Doherty (PD) and member of public Armen Nishanian (AN). Barbara Liptack (BL), Village of Larchmont Liaison Dana Post (DP), and Library Staff Assistant Janet Regan (JR) were not present.

Library Board Chair LG called the meeting to order at 6:31 pm.

Minutes

The Board unanimously approved the minutes for the 6/11/25 Library Board Meeting

Board

LG welcomed everyone to the meeting.

Friends

EB reported on their successful fundraising for library Ebooks.

Committee Reports

Finance

Schedule of Bills and Performance Report: The Board unanimously approved the schedule of bills and the additional list of bills dated 7/9/25.

AF indicated that there was a typo in the additional list of bills. Andreu remodeling was \$13,523, not \$13,773.

Centennial

PD reported that reference librarian Caroline Cunningham raised the idea of having centennial library cards available in 2026

AF pointed out that the Lions Club will also be celebrating its 100th anniversary in 2026. The suggestion was made to have a joint event to celebrate both centennials in 2026.

Facilities

The children's room AC was not working at the end of last week. Westchester Atlantic came and found out there was a brownout that may have turned it off. The issue was fixed, but the room still feels hotter than it should, especially at the end of the day.

Westchester Atlantic attempted to resolve the AC issue in the reference office. They visited and charged the library \$660, but the problem was not resolved. A more substantial fix may be

necessary to address the AC issue in the reference office.

The middle hinge on the Magazine room door is broken, causing the door to stick and scratch the floor. This should be a minor fix.

Resolutions

BF made a motion to approve the Andreu Remodeling Corp. quote to upgrade the kitchen and to remove the 1/2 kitchen in the Village Center for \$4080. GLM seconded. The resolution was unanimously approved.

CS made a motion to approve up to \$3,670 to Naber Electric Corp. for the wall sconces in the Village Center. GLM seconded. The resolution was unanimously approved. GLM made a motion to receive the money from the SAM grant money for the 2020 roofing project and authorized the library's officers to take all actions and submit all documents necessary to effectuate the substance of the resolution. LT seconded. The resolution was unanimously approved.

GLM made a motion for LG to approve August bills, as there is no August board meeting. JB seconded. The resolution was unanimously approved.

JB made a motion to update the part-time pay scale to meet New York State minimum wage requirements. GLM seconded. The resolution was unanimously approved. JB made a motion to open on Columbus Day, which will give the staff the option to take the day off, work and receive double pay, or work and receive two additional days off before May 31, 2026. CS seconded. The resolution was unanimously approved.

Directors Report

Otis expects to start the elevator retrofit tentatively on July 21st. It should take around 6 weeks. The staff will set aside some books on carts in the new book room. Staff will also get books for patrons who are unable to use the stairs.

The SAM grant paperwork has been completed, and the check for \$131,000 is expected to arrive in approximately six weeks.

The Village Center's painting and lighting are now complete. We are waiting for the flooring to arrive, and once it's in, it should take around 4 days to complete. 1 day to rip up the floor, 1.5 days for leveling, and 1.5 days for putting down the new floor.

We are still waiting for the AV company to provide a quote for the new entertainment system in the Village Center. The person who reviewed the room has left, resulting in a delay. It was mentioned that all the photos in the Village Center will be displayed on the wall opposite the kitchen. Wall sconces will be used to enhance the illumination of the photos. The kitchen in the Village Center will be remodeled, and the 1/2 kitchen will be torn out. In the Children's Room, 18 kids & 15 adults stayed after Block & Roll to watch LMC TV's new show for kids and meet the puppets.

71 children signed up, and 56 children participated in the stuffed animal sleepover. The Stuffie sleepover security footage has over 100 views.

The high school interns assisted the CR in organizing the holiday and special collections books by adding the corresponding holiday or special collection to the call number. This will make the items easier for patrons and staff to find.

Summer reading sign-ups are going well so far, with 106 Early Readers and 118 Independent Readers. There have been over 400 views of the Summer Reading Video, starring members of the library staff.

Wet & Wild has started for the summer on Monday mornings.

The 2nd Annual Mini Art Show will be on display from July 11 to the end of August. The adult summer reading game, "The Many Colors of Books Bingo," began on June 27th. We added open play Canasta to Mah Jongg on Mondays at 12 pm.

The library had its highest Overdrive use ever in June, with 7,689 checkouts.

Board

BF, CS and GLM looked into the library's 5-year strategic plan. They suggested that it be reviewed every 2.5 years to see how the goals in the plan are progressing. This review will happen in January.

AF suggested that the library have a director's email account that can store such documents for the current and future directors' use. AF can also add board email addresses that can be used for current and future board members.

Members of the Public

AN suggested that the library combine resources with the Mamaroneck Library to get more guest speakers.

AN suggested that the library try to get volunteers to offer tech help for seniors at the library.

The meeting was adjourned at 7:32. The next scheduled board meeting will be on 9/10/25 at 6:30 pm.

Respectfully Submitted,
Andrew Farber
Library Director