

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
September 12, 2012**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:07 p.m. by President Paul Schwarz. In attendance were Trustees Barrera, Clouet, Haynes, James, Schwarz and Scherer. Absent with notice were Trustees D'Ambrosio, Furth, and Matthews-Serra. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director Libby Hollahan, Sandra McDaniel, Library Secretary.

Minutes of Regular Meeting of July 11, 2012

The minutes of the regular meeting of July 11, 2012 were approved on a MOTION by Trustee Tim James, seconded by Trustee Tom Scherer.

Budget:

City Revenue & Expenditure Budget by Department for September 4, 2012 were reviewed. Library Director Kenney explained that the technology received from WLS was included in their membership fees and primarily used at the Customer Service areas – Reference and Circulation desks. Mr. Kenney also remarked that our computers were purchased through the city contract.

Bills: 2011/12 Budget: #24; 2012/13 #1, #2, #3

Trustee Paul Schwarz reviewed the bills prior to the meeting and found them to be in order. Payment of bill vouchers #24, #1, #2, #3 was approved on a MOTION by Trustee Clouet, seconded by Trustee James.

Report of Library Administration

The Board reviewed the monthly reports. Library Director Kenney remarked that the statistics in the Trove were up due to the longer hours, and he noticed that more families were visiting the library on Friday and Saturday mornings. Mr. Kenney remarked the partnerships with the schools has been working very well.

Library Director Kenney discussed the new option for patrons to request books and viewed this as another enhancement to our customer service. Mr. Kenney discussed upcoming programs at the library and the Multicultural Festival that will be held on October 13 and stated it had great potential to bring more people into the library.

Mr. Kenney stated that he met with Mayor Roach and Jim Kenny this week and the Mayor was very enthusiastic about the possibility of sharing joint space with White Plains Community Media. Library Director Kenney reviewed the third floor layout and potential office/studio space for White Plains Community Media and commented that this would be an easier and cheaper fit for the renovation.

Minutes of the September 12, 2012 meeting of the Library Board of Trustees, page 2

Trustee Reports & Business

WLS –

Friends – Library Director Kenney remarked that the Friends of the Library would celebrate their 65th anniversary at 9:30 a.m. tomorrow in Galaxy Hall. Mr. Kenney commented that the Friends have funded quite a few requests and were very supportive of continuing education for librarians for which we do not have a budget.

Foundation – Mrs. Hollahan reviewed her report and distributed a campaign brochure that contained five architectural renderings that would help with their fundraising efforts. Libby Hollahan also remarked that the gala invitations would be mailed next week. Mrs. Hollahan also stated that the DASNY grant had been approved for \$125,000 and would be used to buy self-check and meeting room equipment.

Other–

Unfinished Business:

The Board reviewed the administrative reports. Library Director Kenney stated that we would receive only \$75,000 from the library construction grant and was disappointed in the amount. Assistant Library Director Degyansky remarked that there were many more applicants than anticipated vying for the grant. Library Director Kenney reported that we are over budget and there is a gap largely because we increased the scope of The Edge space. Mr. Kenney remarked that the most important aspects of Phase I of the renovation project are the installation of self-check, changes in the circulation department and The Edge.

Library Director Kenney also stated that one estimate for \$93,000 from the movers was quite expensive to move the collection (close to 80,000 units in volume) to temporary space within the library.

Mr. Kenney reviewed the collection weeding handout that was distributed and stated that weeding was part of the prep for the move, reduction was necessary in order to create space for The Edge, and it would keep our collection fresh.

Library Director Kenney commented that he would like to table the strategic plan action items until October after he has an additional meeting with the Sue Hall and the management team.

Minutes of the September 12, 2012 meeting of the Library Board of Trustees, page 3

New Business:

Library Director Kenney commented that there were two retirements: Yvonne Clark, a senior clerk in Circulation and Lauren Sprenger in Technical Services. Jerrick Harris was promoted to replace Yvonne but this had created a vacancy for an entry-level position. Mr. Kenney advised that we were looking to replace Jerrick's position with a bilingual person and would hold off on filling the other position until The Edge was completed.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:09 p.m. on a MOTION by Trustee Tom Scherer, seconded by Trustee Luz Barrera.



Yuki Haynes, Secretary
Library Board of Trustees