

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
May 8, 2013**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:05 p.m. by President Paul Schwarz. In attendance were Trustees Barrera, D'Ambrosio, Furth, Haynes, Matthews-Serra, and Schwarz. Absent with notice was Trustee Clouet and James. Absent without notice was Trustee Scherer. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director Libby Hollahan, Teen Librarian Erik Carlson and Sandra McDaniel, Library Secretary.

Minutes of Regular Meeting of April 10, 2013

The minutes of the regular meeting of April 10, 2013 were approved as submitted on a MOTION by Trustee Hope Furth, seconded by Trustee Denise D'Ambrosio.

Budget:

City Revenue & Expenditure Budget by Department for May 2, 2013 were reviewed. Library Director Kenney has been reviewing funds and discussed a library app he would like to purchase, if funds are available.

Bills: 2012/13 Budget: #19, #20

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. Payment of bill vouchers #19, #20, was approved on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Report of Library Administration

Library Director Kenney remarked that there was a very successful Cinco de Mayo event that approximately 700 people attended that was arranged, in part, by the artists that were on display in the Museum Gallery.

Trustee Furth remarked that the statistics were very positive and Mr. Kenney commented that the staff was doing a good job of programming.

Trustee Reports & Business

WLS –Trustee Furth reported that the Trustee Institute was held at the library on April 3rd with about 75 attendees and was very informative. Trustee Furth remarked at the next meeting she would provide handouts from the Trustee Institute regarding the responsibilities of the trustees, the library director and their joint responsibilities.

Trustee Furth asked Mr. Kenney to provide an overview on filtering and patron privacy policies. Library Director Kenney stated that the library does use a filter product called Untangle in the Cyberpool and The Trove. There is no filtering in the Adult area, although spyware and malware are blocked. Mr. Kenney noted The Edge (ages 12+) will not be filtered but will be monitored. Ms. Haynes remarked that parents may assume filtering would be in place in The Edge. The Board agreed with the current filtering policy at the library. Library Director Kenney noted that the staff had access to patron records and the circulation data disappeared from the system 12 hours after an item was returned.

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Mr. Kenney remarked that he would like to develop a schedule to review policies with the Board because many policies were outdated and in conflict with the way we run the library now. Library Director Kenney would like to revisit the Code of Conduct policy at the July meeting and the Computer Use policy at the September meeting. Mr. Kenney agreed to send the policies to the Board in advance of the meetings.

Friends –

Foundation – Ms. Hollahan reviewed her written report and remarked that the Foundation had raised 67% of their \$700,000 goal. Ms. Hollahan also reported that the Allstate reps visited the library, reviewed the PSA on distracted driving and were very pleased with their grant activities.

Ongoing Business:

Mr. Kenney stated on May 13 the bids for the first floor renovation would be opened and on May 20 the Common Council would vote on the budget. Mr. Kenney also noted that he had a walk through with the construction team, movers, and architects and received good feedback and based on the feedback made some slight changes to the project.

Library Director Kenney provided a walkthrough with some of the members of the Community Media Board and also had a brief meeting with new Chairman, Bill Brown and Councilman Dennis Krolian. Mr. Kenney stated that minor changes would be made to the MOU by the Cable Commission and it would be reintroduced to the library board. Mr. Kenney also advised the Board that a joint meeting should take place and would find out if operational information would be available from the Commission. President Schwarz said the key agreement now was that the cable commission should be on the first floor as long as it was not too expensive.

New Business:

Both Trustees Schwarz and D'Ambrosio had conflicts with two dates, but the Board of Trustees Schedule of Meetings for 2013-2014 was approved on a MOTION by Trustee Furth, seconded by Trustee Haynes.

Erik Carlson, Teen Librarian, joined the meeting and reviewed some of the teen programming, previewed the PSA against distracted driving and also reviewed the Library's tumblr account. Librarian Carlson noted he had increased teen circulation by displaying new books more prominently in the library, planned to focus on more community collaboration as well as kick off a summer reading program at the Galleria.

Adjournment

The meeting was adjourned at 8:24 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees