

Memo to: White Plains Public Library Board of Trustees
From: Libby Hollahan
Date: September 4, 2013
Re: Library Foundation Report

Capital Campaign/Renovation Project:

New gifts and pledges received over the summer totaled \$41,000, bringing Campaign fundraising totals to \$511,367 toward a campaign goal of \$700,000. New gifts included a pledge from a White Plains family with teen sons of \$50,000 to sponsor the Mixing Area within The Edge (\$10,000 of this gift is for technology and we are not counting it to the Campaign totals), and a gift of \$1,000 from a financial services firm. Fundraising for The Edge is largely completed although we are reaching out to some prior Edge donors for additional gifts and several Gala committee members are soliciting "Fund A Chair" gifts to honor teenagers' birthdays/bar mitzvahs, etc. Our next major goal is to secure support for Phase II-The Learning Commons. The committee would appreciate your suggestions about prospects who are interested in adult education, workforce development, assimilation and language learning for new immigrants, lifelong learning, engagement for seniors, and other outcomes of library service for adults.

Events:

--Fall Gala scheduled for Saturday, November 2. Fred Singleton (Foundation board member and last year's honoree) and Jen DeMilio, a frequent Foundation volunteer and parent of several elementary and middle school-age children, will co-chair the event. The Gala theme is "The Edge & Beyond! Celebrating The Edge, Imagining the Future," and the focus will be on the Library's services to teens.

Honorees are Shinnyo-en Foundation, the sponsor of The Edge's Media Lab, for their work to promote peace by engaging young people in meaningful acts of service; Frank Williams, Jr., an outstanding advocate for children and teens; and Yuki Itoh Haynes, for her stellar volunteer service to the Foundation and Library. An initial committee meeting was held in August to organize the event and silent auction. The Gala will include a "sneak peak" at The Edge. Tickets are \$125 with sponsorships available. We will be doing a "virtual" journal this year (digitally displayed on monitors and during the program).

--A public Grand Opening Ceremony for The Edge has been tentatively scheduled for Saturday, December 14.

Business Solicitation Plan:

The Foundation has committed to making a concerted effort to expand contributions from area businesses. An ad hoc committee, spearheaded by Foundation Board Member Richard Kaye, met recently to discuss strategies for how to accomplish this. While specifics are still being planned, the committee wants to organize an annual membership approach to corporate fundraising, with giving levels and benefits for each level (forms of recognition, gala tickets, etc.)

Grants:

--Allstate: Renewal of the grant is expected (\$34,000) and final approval pending.

--Shinnyo-en Foundation: We have started spending the first year's grant allocation for technology, purchasing 10 laptops, 8 iPads, and software and apps. These are already being put into service for teen programs and will be used this summer and into the future when The Edge comes online.

--DASNY: We have been reimbursed for the two self-check units for The Trove. We have purchased \$38,000-worth of audio visual equipment for the Auditorium and Museum Gallery, which was installed in July and is now pending reimbursement.

Approved as revised
7/19/13

White Plains Library Foundation
Minutes of Board of Directors Regular Meeting
June 19, 2013

The regular meeting of the White Plains Library Foundation Board of Directors was called to order by President Nick Wolff at 9:07 a.m. in Galaxy Hall at the White Plains Public Library. Directors in attendance were: Jim Benerofe, Eileen Bradley, Denise D'Ambrosio, Yuki Haynes, Susan Hecht, Beth Kava, Richard Kaye, Gregory Keenan, Brian Kenney, Barbara Loucks, G. Frederick Perkins, Jr., Gail Schwartz, Paul Schwarz, Fred Singleton, Diane Tabakman, ^{and} Nick Wolff, and Assistant Library Director Kathy Degyansky. Also present were Foundation Executive Director Libby Hollahan, and Secretary to the Library Director, Sandra McDaniel.

(Assistant Library Director Kathy Degyansky)

Minutes of Regular Meeting of May 22, 2013

The minutes of the regular meeting of May 22, 2013 were approved on a MOTION by Barbara Loucks, seconded by Jim Benerofe.

President's Report

President Wolff discussed plans for the groundbreaking ceremony. He noted that the Corx Wine Tasting event was very well attended and thanked Richard Kaye for setting it up and also Corx for hosting the event.

Library Director's Report

Library Director Kenney stated that the funding was approved for the construction project. Mr. Kenney remarked that they were gearing up for the summer reading program. Mr. Kenney distributed a brochure on teen summer programs, and highlighted the program in which teens would build their own APC computers (\$39 units) and learn to program them. Library Director Kenney stated that the groundbreaking ceremony for The Edge would be held on June 24 and next Wednesday the project would actually start, with a kickoff meeting with the contractor, mover, architect, DPW and Library staff.

Executive Director's Report

Ms. Hollahan reviewed her report and remarked that Fall Gala would take place on November 2 and the Campaign would focus on Phase II which was adult learning. Ms. Hollahan would now be working a four day work week, Monday-Thursday, and would now focus on the Campaign and Gala Appeal.

Treasurer's Report

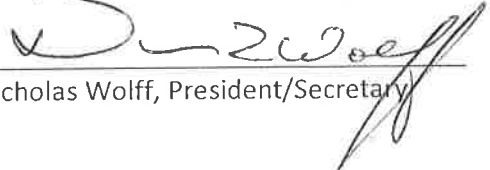
Ms. Bradley reviewed the Financial Reports as of June 12 and the Finance Committee Meeting Minutes dated June 10 and remarked that she was concerned about the cash position in view of our upcoming commitments to the project. Ms. Bradley discussed the adjustment allocations for the Board Directed Accounts proposed by the Wells Fargo Advisors and agreed with their recommendations.

On a MOTION by Fred Perkins, seconded by Jim Benerofe, authorization was granted to enter into a contract with Maier Markey & Justic for an annual audit and tax return preparation.

Ms. Bradley reviewed the Proposed Budget for 2013-2014. On a MOTION by Richard Kaye, seconded by Fred Perkins, the budget for Full Year 2013-2014 was approved as presented. Ms. Bradley thanked Ms. Hollahan and Library Director Kenney for all their help.

There was Board discussion about the need to develop objectives for the Executive Director and
President Wolff remarked that the Executive Committee would meet and come back to the Board with recommendations for reaching the goals of the Foundation. *the Board for the upcoming fiscal year.*

On a MOTION by Diane Tabakman, seconded by Jim Benerofe, the meeting was adjourned at 10:17 a.m.


Nicholas Wolff, President/Secretary