

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
October 9, 2013**

**Call to Order**

The regular meeting of the Library Board of Trustees was called to order at 7:02 p.m. by Secretary Yuki Haynes. In attendance were Trustees Barrera, Connors, Haynes, Matthews-Serra, Schwarz. Absent with notice was Trustees D'Ambrosio, Furth, James, and Scherer. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director Libby Hollahan, Sandra McDaniel, Library Secretary and guest, Head of Information Technology, John Lolis.

**Minutes of Regular Meeting of September 11, 2013**

The minutes of the regular meeting of September 11, 2013 were approved as presented on a MOTION by Trustee Yuki Haynes, seconded by Trustee Tim Connors.

**Budget:**

City Revenue & Expenditure Budget by Department for September 27, 2013 were reviewed. Library Director Kenney reported that there was nothing out of the ordinary in the budget.

**Bills: 2013/14 Budget #4, #5**

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. Payment of bill vouchers #4, #5 was approved on a MOTION by Trustee Connors, seconded by Trustee Haynes.

**Report of Library Administration**

Library Director Kenney reported that he has been working on grants and spending time developing programs for The Edge with the teen staff. Mr. Kenney remarked they have two months of programming scheduled. Library Director Kenney has been also working on a multi-level staffing plan for The Edge so it will not be just two librarians providing services.

Library Director Kenney stated that collections will shift again with the next phase of the renovation and was working on the rearrangement. Mr. Kenney was also preparing capital projects budgets for Phase II and III and looking into any cost savings by consolidating the projects. Library Director Kenney will bring the capital project documents to the next meeting.

Mr. Kenney advised the Board that he was working with department heads about expanding additional hours in the morning – possibly 9-10 a.m. as we already have people coming to the library at that hour.

**Trustee Reports & Business**

**WLS –**

**Friends –**

**Foundation –** Ms. Hollahan reviewed her report and remarked that she had received 45 RSVPs for the gala so far and she expected to do well with attendance. Ms. Hollahan noted that the event would take place in the new space.

**Minutes of the October 9, 2013 meeting of the Library Board of Trustees, page 2**

**Ongoing Business:**

Library Director Kenney advised the Board that we were on schedule with the renovation and expected to open to the public by December 1. The opening ceremony would take place on December 14 in the afternoon. Mr. Kenney has arranged to have guest speaker, Charles Alexander London, a book author and former teen librarian, speak at the grand opening. Trustee Denise Matthews-Serra suggested Mr. Kenney get reconnected with the middle and high school PTAs to get the word out about the opening.

Assistant Library Director Degyansky reported that she talked to Commissioner Wayne Bass of Recreation and Parks about the background checks on volunteers and discovered they were using an online service to do them and that this service was affordable. The Board unanimously approved the Volunteer Policy with the following change to the first sentence in the last paragraph: The library will check references and conduct background checks where procedures call for it and has the authority to decline a volunteer application.

**New Business:**

Personnel Additions/Deletions from 7/1/13-9/30/13 were approved On a MOTION by Trustee Haynes, seconded by Trustee Connors.

Mr. Kenney discussed the current meeting room policy that allows room rentals by city agencies and other non-profits when the rooms are not being used for library programs. Library Director Kenney remarked that while some revenue has been generated by the room rentals we now have much more technology available in the auditorium and the opportunity to offer more services. Mr. Kenney stated that the auditorium could be rented to businesses as a meeting room space and that this could generate more revenue. Library Director Kenney has been researching peer libraries and their policies and would draft a policy for the Board to review in the next few months.

Library Director Kenney discussed the Technology and Internet Public Use Policy and President Schwarz asked that it be added to the agenda at the November meeting so the Board could vote on it.

John Lolis, Head of Information Technology, distributed a handout of the hardware and software for the Media Lab in The Edge and discussed the cutting-edge technology plan that he, Austin Onley, Ryan Jackson, and Erik Carlson had developed with for The Edge. Mr. Lolis hoped this would be a springboard to engage teens as learners. Mr. Lolis also noted that the library had an aging infrastructure (servers that were at least 5 years old) and needed funding for Cyberpool PCs that haven't been upgraded in 8 years.

Trustee Schwarz asked about the WPCM and Library Director Kenney responded there was no update.

**Adjournment**

The meeting was adjourned at 8:06 p.m. on a MOTION by Trustee Denise Matthews-Serra, seconded by Trustee Yuki Haynes.

---

Yuki Haynes, Secretary  
Library Board of Trustees