

Memo to: White Plains Public Library Board of Trustees
From: Libby Hollahan
Date: March 5, 2014
Re: Library Foundation Report

Capital Campaign/Renovation Project:

Campaign fundraising totals are now at \$520,000 toward a campaign goal of \$700,000. With The Edge now complete, our campaign focus will be on the Learning Commons. The new campaign brochure is at the printer and solicitations will begin soon. We will also be putting renderings on the first floor to build awareness of the next project phases. We recently paid the City \$325,000 of the Foundation's \$400,000 Phase I commitment, and will pay the remaining \$75,000 in June.

Business Solicitation Plan:

The subcommittee met recently and is reaching out to area businesses through a solicitation letter. In addition, Board Member Greg Keenan proposed a restaurant fundraising idea, which we are working on.

Annual Meeting:

The Foundation's Annual Meeting was on Feb. 26. The Nominating Committee is delighted to have recruited a new Treasurer, Dick Hecht. President Nick Wolff will continue for his third consecutive year as President (maximum allowed by the by-laws) and Gail Schwartz is continuing as Vice President. The Nominating Committee also recruited Joan Kass to the Board; she will be confirmed at our next meeting. We have another promising candidate, who, if confirmed, would fill our remaining vacancy.

Grants:

--Shinnyo-en Foundation: The second grant installment of \$25,000 was received in late December, of which \$20,000 is for additional digital media equipment for The Edge; we have been busy making purchases, including a MakerBot 3-D printer. The remaining \$5,000 will be used for teen summer programs, and for a training consultant on 3-D printing, who was at the Library on Feb. 3 to train staff.

On Sunday, March 16, 1:30-4 p.m., the Library Foundation and Shinnyo-en are sponsoring a Family Afternoon of Service at the Library, where we will make various craft projects to benefit local organizations, including placemats for Meals-On-Wheels of White Plains, bookmarks for The Trove, paper beads for a clean water project sponsored by Global Ambassadors, etc. Anyone interested in participating should sign up with me. For everyone age 7 on up.

Awaiting the expected approval of a new grant proposal to Shinnyo-en which will be a collaboration with the School District, for teen programs in The Edge in 2014. Shinnyo-en has asked the Library Foundation to be the fiscal agent and do the reporting. The budget is \$22,700, and includes support for sixth grade full day visits to The Edge this spring (for 500 Eastview students) and a Summer Global Ambassadors program in the Edge.

Shinnyo-en is also sponsoring Brian Kenney and Austin Olney to attend the National Service Learning Conference in April in Washington DC. They will participate in a panel discussion on collaborative grant development. I will also attend but not participate on the panel.

--DASNY: This grant will wrap up shortly as soon as the self-check machines have installed on the first floor. I will be able to submit documentation to DASNY for reimbursement as soon as we have the March bank statement.

--Allstate: Spring programs are underway. We have a teen safe driving open house coming up on March 8, with teen music/dance performances. We will be giving away "X the TXT" keychains made on the 3D

printer. There will be a safe driving outreach table at the Loucks track meet again this year, on Saturday, May 10.

As part of the economic empowerment focus area, the grant is supporting spring Job Club and career programs coordinated by Sharon Rothman.

Events: I am convening a new Special Events Planning Committee to plan out our event schedule for the next couple of years, in view of the fact that 2015 will be the Foundation's 20th anniversary. The committee will be meeting on March 6. Making plans for a Donor Appreciation Evening in The Edge, on Friday, April 25. It will be a dessert and wine reception, with demos of some of our digital media capabilities, and will also be an opportunity to present plans for Phases 2 and 3.

White Plains Library Foundation
Minutes of Board of Directors Regular Meeting
December 18, 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: Eileen Bradley, Yuki Haynes, Susan Hecht, Gregory Keenan, Brian Kenney, Barbara Loucks, G. Frederick Perkins, Jr., Gail Schwartz, Paul Schwarz, Diane Tabakman and Nick Wolff. Absent with notice were Jim Benerofe, Denise D'Ambrosio, Beth Kava, Richard Kaye, and Fred Singleton. Also present were Foundation Executive Director Libby Hollahan, Assistant Library Director Kathy Degyansky, and Secretary to the Library Director, Sandra McDaniel.

Presentation of FYE 6/30/13 Audited Financial Statements

Michael Walker of Maier, Markey & Justic presented the audited financial statements for full year ending June 30, 2013. The audited financial reports were approved on a MOTION by Gail Schwartz, seconded by Greg Keenan.

Minutes of Regular Meeting of November 18, 2013

The minutes of the regular meeting of November 18, 2013 were approved on a MOTION by Susan Hecht, seconded by Diane Tabakman.

President's Report

President Wolff reported that the Board had two vacancies to fill and that the Nominating Committee had several candidates to vet. Mr. Wolff urged the Board to do their evaluation form as it was a good tool to use to assess yourself and your role on the Board. President Wolff shared that he attended the New Westchester Symphony Orchestra Concert on December 15 that was sponsored by the Foundation and that it was a fabulous event.

Mr. Wolff presented a letter from Eileen Bradley, who is reluctantly resigning from the Board as of the upcoming Annual Meeting, due to personal reasons as she can no longer devote the time or energy that she has in the past. Ms. Bradley remarked that the Foundation was a great organization and we should be proud of our accomplishments. President Wolff and the Board thanked Ms. Bradley for all her years of dedication and Ms. Hollahan thanked Ms. Bradley for her guidance.

Library Director's Report

Library Director Kenney talked about The Edge opening on December 14 and remarked that it was well attended despite the snow. Mr. Kenney noted that some furniture (desks for the self-check units) would be delivered by the end of January and that he was working on adult programming which would take place in the Media Lab in the mornings. Library Director Kenney advised the Board that the funding had been received from Shinnyo-en so we could purchase the technology to fully equip The Edge. Mr. Kenney stated that The Edge would be open Monday-Thursdays from 2-9p.m., Fridays 2-6p.m. and all day Saturday and Sunday and that he was committed to opening for snow days and school vacations.

Library Director Kenney remarked that the next phase of the renovation would take place in the next fiscal year at the earliest – next fall for construction and we would have had six months experience with The Edge and programming prior to the next phase (Learning Commons).

Mr. Kenney raised the issue of corporate giving, referring to the August 15, 2013 meeting at which he recommended that the Board engage a consultant to help with corporate outreach. At that time, the Board decided not to use a consultant and delegated to an ad hoc group to do outreach to small businesses. Some of this outreach was done in conjunction with the Gala. Library Director Kenney said he would like to revisit using a consultant, and board members suggested that we invite a consultant to a future meeting to present

us with options. Library Director Kenney remarked that the Adult Learning Commons offers good potential for engaging corporations and we could tailor our approach to their particular interests.

Committee Reports

Campaign Committee: Ms. Tabakman talked about The Edge opening and the great turnout and thanked Libby, Kathy and Brian for all their efforts for the great program and good guest speaker. Ms. Tabakman noted that Jim Kenny, White Plains Cable TV, taped the event and Ms. Hollahan stated she would get a link of Alex London's presentation from Jim Kenny. Diane Tabakman thanked everyone that contributed to The Edge chairs in Libby's honor as we raised over \$600. Ms. Tabakman remarked that she would be meeting in January to discuss Phase II and III.

Business Committee: Mr. Kaye was unable to attend this meeting and will give a report at the next meeting.

Executive Director's Report

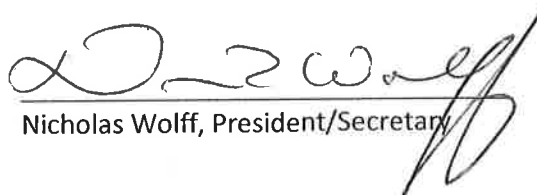
Ms. Hollahan stated that most of her report had already been reviewed. Ms. Hollahan distributed thank you that she had received with donations thanking the Foundation for all they do. Ms. Hollahan also remarked that Senator Latimer gave a proclamation for The Edge.

Ms. Hollahan stated that the annual appeal was at \$33,000 as of yesterday.

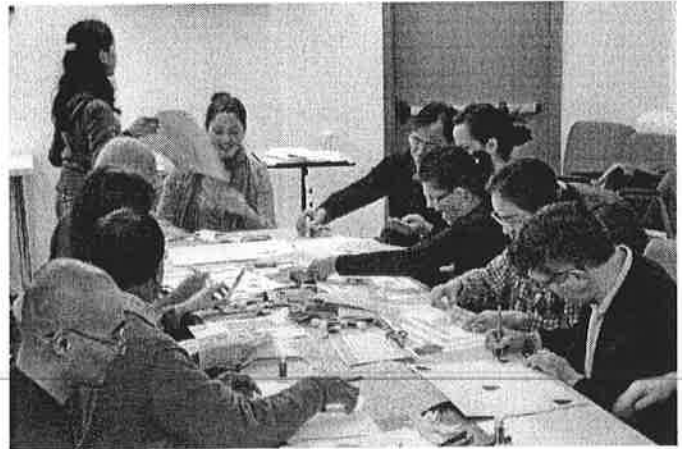
Treasurer's Report

Ms. Bradley reported on the balance sheet as of December 11th and remarked that the organization was very healthy.

On a MOTION by Fred Perkins, seconded by Gail Schwartz, the meeting was adjourned at 10:15 a.m.


Nicholas Wolff, President/Secretary

Join us for a Family Afternoon of Service!



Sunday, March 16, 2014, 1:30 – 4 p.m.

White Plains Public Library

100 Martine Ave., White Plains, NY 10601

Please join us for an afternoon of hands-on community service benefitting non-profit organizations. Make placemats for Meals-on-Wheels clients, bookmarks for the Trove Children's Library, and other items sure to bring a smile to someone's face. Refreshments will be served and registration is required. **Ages seven and up are welcome!**

To ensure the safety and comfort of participants, registration is required. Please call the Library Foundation at 914-422-1495.

We will also be collecting donations of NEW child-size toothbrushes and new or gently-used small stuffed animals for the Lar De Maria Orphanage in Brazil. The orphanage provides a home for infants – 12 year olds.

Thank you!

Co-sponsored by White Plains Library Foundation, Shinnyo-en Foundation and the Shinnyo-en New York Temple

