

Memo to: White Plains Public Library Board of Trustees  
From: Libby Hollahan  
Date: June 4, 2014  
Re: White Plains Library Foundation Report

**Capital Campaign/Renovation Project:**

With The Edge now complete, our campaign focus will be on Phase II. Our revitalized adult services will be named the "Hope & John Furth Learning Commons," in recognition of Hope and John's dedication to the Library and the Foundation for many years. We have begun Phase II fundraising, sending proposals to a group of Hope's contacts, and a number of contributions have been made.

**Board Development/Nominating:**

Our Nominating Committee has successfully filled several vacancies recently, including our new Treasurer, Dick Hecht and new board members, Joan Kass and Marjolein Mooney. All vacancies are now filled. At our May meeting, the board indicated a desire to increase the board size from 18 to 21 members and to target our recruiting to the business community, younger parents, and other underrepresented categories. The board will vote on a bylaws amendment at the June meeting to authorize the increased board membership.

**Grants:**

--Shinnyo-en Foundation: Our new "collaborative grant" supported the four Eastview team visits to the Library in May. About 540 sixth graders walked from Eastview to the Library for full-day visits, which included four activities (a tour of The Edge and treasure hunt; graphic novelist workshop; 3-D printing demonstration; and community service art project), plus a pizza lunch.

The students were engaged, excited, and well behaved; we collected surveys from all the students, and the feedback was quite enthusiastic! Library staff has observed that some of the students and their parents have visited The Edge since their school visits. Both the Library staff and school staff worked hard to make the visiting days run smoothly, and we also had great volunteer assistance from Paul Schwarz, Diane Tabakman, and a group of adult students from Berkeley College. The visits will be featured in the School District newsletter, the Shinnyo-en Foundation website, as well as the Library website.

--Allstate: Through the grant, we sponsored safe driving advocate Jacy Good at an assembly of high school seniors at White Plains High School, and gave the students string bags with the "Friends Don't Let Friends TXT & Drive" message. The next outreach event will be at the National Night Out organized by Public Safety this summer. As part of the economic empowerment focus area, the grant is supporting the popular Job Club and career programs coordinated by Sharon Rothman. We have reapplied for Allstate funding for 2015.

**Events:** The new Special Events Planning Committee met recently to plan out our event schedule for the next couple of years, in view of the fact that 2015 will be the Foundation's 20<sup>th</sup> anniversary, as well as The Trove's 10<sup>th</sup> birthday. The Trove needs funds to replace technology and to support various programs. Upcoming events include:

- Date TBD: **"Library Dough Raiser":** A night out at participating White Plains restaurants that agree to donate 20% of receipts from diners with special vouchers. This idea was initiated by board member Greg Keenan.

- Sat., Nov. 8:                   **Ninth Annual Fall Gala: Stories to Inspire Us**  
 Honorees are Philip Kent, White Plains native, foundation donor in honor of his parents, and former head of Turner Broadcasting; and the Friends of the White Plains Public Library. Possibly one other honoree.  
 Will kick off the Trove's 10<sup>th</sup> Birthday Year. Fred Singleton will again co-chair.
- Fall 2014                         Kickoff of Foundation 20<sup>th</sup> Anniversary and Trove 10<sup>th</sup> Birthday in Foundation communications; committee suggested building banners to create awareness. Communications plan to be developed.
- Jan./Feb. 2015                 (First Annual?) **Spelling Bee**. Beth Roach has agreed to co-chair. Modeled after Scarsdale Library's event. Fundraising focus -- The Trove's birthday.
- March/April 2015             **Trumble in The Trove**. Opportunity to recruit new parent volunteers.
- Spring 2015 TBD               Donor Appreciation Evening
- Nov. 2015                        **"Twentieth Anniversary Gala"**

**White Plains Library Foundation  
Minutes of Board of Directors Regular Meeting  
April 30, 2014**

The regular meeting of the White Plains Library Foundation Board of Directors was called to order by President Nick Wolff at 9:09 a.m. in Galaxy Hall at the White Plains Public Library. Directors in attendance were: Yuki Haynes, Richard Hecht, Susan Hecht, Joan Kass, Beth Kava, Brian Kenney, Barbara Loucks, Gail Schwartz, Paul Schwarz, Diane Tabakman and Nick Wolff. Absent with notice were Jim Benerofe, Denise D'Ambrosio, Richard Kaye, Gregory Keenan, G. Frederick Perkins, Jr., J. Frederick Singleton and Assistant Library Director Kathy Degyansky. Also present were Foundation Executive Director Libby Hollahan and Secretary to the Library Director, Sandra McDaniel.

The election of Marjolein Mooney to fill the Board Vacancy in the Class of 2013-2016 was approved on a MOTION by Diane Tabakman, seconded by Gail Schwartz. Ms. Mooney then joined the meeting as a new Director, with a warm welcome from the Board. She introduced herself to the other members and remarked she was very happy to be on the Board.

**Minutes of Regular Meeting of March 26, 2014**

The minutes of the regular meeting of March 26, 2014 were approved on a MOTION by Paul Schwarz, seconded by Richard Hecht with the following amendment to the Financial Report. To read as follows: "Richard Hecht stated that he met with the bookkeeper last week. The Finance Committee reviewed the portfolio with Paul Bronzo of Wells Fargo Advisors and made a minor reallocation to provide additional assets if needed for the remaining \$75,000 payment due to the City of White Plains by 6/30/14 for The Edge, or for operating needs."

**President's Report**

President Wolff noted that the Board was filled to capacity now and discussed the possibility of expansion to include three additional board members, with a goal of having the board better reflect our diverse community; adding younger parents; and drawing from the business community. Ms. Kass suggested adding a college student to the Board. Ms. Tabakman remarked that increasing participation on committees would be a good way to involve current and prospective board members. Mr. Wolff stated that the board would have to amend the by-laws if we were to increase the members of the Board and he would like to have a vote on this topic at the next board meeting. Ms. Hollahan said she would draft a by-laws amendment for discussion at the May board meeting.

**Library Director's Report**

Library Director Kenney recently attended the National Service Learning Conference in Washington, D.C. with Ms. Hollahan, and library staff member, Austin Olney. Mr. Kenney stated that the conference which was sponsored by Shinnyo-en gave him ideas for Library programming.

Library Director Kenney described his very successful partnership with Latino U, which provides mentorship to high school students who are trying to enter college, and how they utilized the Media Lab at The Edge for financial aid and essay writing workshops. Ms. Loucks remarked that it would be helpful to bring back the Foundation newspaper so that we can communicate success stories such as this. Ms. Kava stated that stories have the potential for getting support more so than statistics.

**Campaign Committee Report**

Ms. Tabakman remarked that her Campaign Co-Chair, Judy Nevins, is finding it more difficult to remain involved since moving to New York City last year, and has discussed resigning; the Foundation would have to recruit a new Co-Chair.

Ms. Tabakman said the Campaign's focus is now on Phase 2, renovations to the adult services area, which has been renamed the John & Hope Furth Learning Commons. Hope Furth has offered to help with Campaign solicitation by sharing a list of her contacts, mostly outside of the White Plains community, who are interested in lifelong learning and adult education. Ms. Tabakman reported that she and Ms. Hollahan have met with Ms. Furth to review the package of materials that will be sent to Ms. Furth's prospect list. Library Director Kenney remarked that Phase 2 construction was dependent on Common Council authorization of the project; and his understanding is that the next opportunity for this to happen would be in July 2015.

Ms. Tabakman thanked Ms. Hollahan, Mr. Kenney and the staff for the Donor Appreciation Night. She stated that there was a great turnout and it was good to see the money raised from the community being put to use.

Ms. Haynes suggested that Donor Appreciation become a committee that could provide email blasts with great news.

#### **Executive Director's Report**

Ms. Hollahan reviewed her written report. She thanked the Board members that were able to attend last night's Donor Appreciation event and commented that she felt like it was a good opportunity for donors to meet and connect to The Edge. She also spoke about several events and stated that committees would need to start soon for upcoming events.

Ms. Hollahan thanked Ms. Kava for attending the Clarice Wilson Concert on April 13<sup>th</sup> and remarked that Jack Wilson was very pleased.

#### **Financial Report**

Mr. Hecht reviewed the activity on unrestricted and restricted funds as well as an analysis of program services. Mr. Hecht remarked that it was unclear how the Foundation could use the Reader's Digest funds and he would follow up with Ms. D'Ambrosio who is reviewing the fund documentation.

Ms. Tabakman mentioned that the pledges for the capital contribution were due by June 30 and Ms. Hollahan would be preparing the invoices.

On a MOTION by Beth Kava, seconded by Susan Hecht, the meeting was adjourned at 10:08 a.m.

*/s/ Richard L. Hecht, Treasurer*  
Nicholas Wolff, President/Secretary