

White Plains Public Library Board of Trustees

Minutes of Regular Meeting

July 9, 2014

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:02 p.m. by President Paul Schwarz. In attendance were Trustees Barrera, Connors, D'Ambrosio, Furth, Haynes, Matthews-Serra and Schwarz. Absent with notice were Trustees James and Scherer. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director, Libby Hollahan and Librarian Christiane Deschamps.

Minutes of Regular Meeting of June 11, 2014

The minutes of the regular meeting of June 11, 2014 were approved as submitted on a MOTION by Trustee Connors, seconded by Trustee Furth.

Budget:

City Revenue & Expenditure Budget by Department for June 30, 2014 were reviewed.

Bills: 2013/14 Budget: #21

President Furth reviewed the bills prior to the meeting. Trustee Furth, seconded by Trustee D'Ambrosio approved payment of bill voucher #21 on a MOTION.

Report of Library Administration

Library Director Kenney mentioned that the fine amnesty program for teens, discussed at the June board meeting, took place and a number of teens using The Edge took advantage of it. He noted that the Library has four summer employees through the Youth Bureau; two in The Edge and two in The Trove.

Mr. Kenney stated that he had received two notices of retirement in recent weeks, Librarians Miriam Varian and Elizabeth Hughes. He has begun the process of replacing them and said it would give the Library the opportunity to review staff assignments, but that it would be very important to make sure that Local History is covered. He would need to engage Ms. Varian as a consultant for a few days to train the incoming Librarian.

Mr. Kenney updated the Board about the idea of White Plains Community Media moving to the Library, which has been discussed over the past several years, and reminded the Board that the Common Council had authorized funding for a feasibility study. He noted that he had met with John Callahan, who requested that he move ahead with Jim Kenny to issue an RFP for the feasibility study to address whether the Library could house a studio, whether it should be on the first or third floor, and the financial impact of Community Media being located at the Library. The Trustees had many questions about the issue and Trustee D'Ambrosio recommended reactivating the Board's Ad Hoc Committee to study the integration of Community Media into the Library. President Schwarz agreed to initiate this.

Trustee Reports & Business

WLS – Trustee Furth said she is participating in a WLS initiative to review the cost/benefit of the various programs it funds. She also mentioned that the WLS board had been invited to sit in on presentations by two potential IT providers.

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Friends –(none)

Foundation –Ms. Hollahan reviewed her written report. She noted that the Capital Campaign was going well and had benefited from Trustee Furth's help in reaching out to her contacts to support the Learning Commons. She mentioned that the Summer TV Production Workshop in The Edge, funded by Shinnyo-en Foundation, was going well and featured news stories on the Tappan Zee Bridge and China Institute, among others.

Other –

Ongoing Business:

President Schwarz updated the Board on the process of evaluating the Library Director. He noted that a subcommittee, including Trustees Barrera, Furth and himself, had been formed; the subcommittee had circulated an evaluation form to the Board, asking them to complete and return it. There was Board discussion about whether and how to get staff input as part of the evaluation. President Schwarz stated that he hopes the process could be completed within the next couple of months.

New Business:

On a MOTION by Trustee Haynes, seconded by Trustee Haynes, the Board approved the Schedule of Personnel Additions and Deletions (Agenda Item 7a).

Librarian Christiane Deschamps then gave a presentation on Hoopla, a new streaming service the Library is now testing and expects to offer to the public in the fall. Beginning with an overview of the Library's materials purchasing strategy, she noted that the materials budget, \$304,000, had been steady for the past several years. However, there have been changes in how it is being spent; there has been a shift away from print to more media and e-books. The Library is also no longer buying print reference materials but is spending more on adult non-fiction. She noted that our Large Print collection continues to circulate well both in White Plains and throughout the County; and the Library's budget for Large Print is supplemented by purchases made through the Perkins and Readers Digest endowments.

Ms. Deschamps said that this fiscal year, a portion of the adult DVD budget of \$65,000 will be used to pay for a \$12,000 annual subscription to Hoopla, a streaming service owned by Midwest Tape, a well-established and reputable Library vendor. It launched Hoopla in 2012, tested it thoroughly, and it is now being used by 300 libraries and 60 library systems. Its content includes 7,000+ movies, 100,000+ music CD's including many full albums, as well as audio books and eventually e-books. Patrons register a Library Hoopla account and then may download content to PCs, phones, and tablets and can access the content from all their devices. Material is downloaded for specified borrowing periods: 3 days for movies, 7 days for music, and 21 days for audiobooks, after which the content disappears from their device. Unlike e-book licensing, there is no limit to how many patrons can have the same item out at the same time. The Library is billed per circulation which is charged against the prepaid annual subscription, and we will limit patron use of Hoopla to four or five downloads per month. Any unused portion of the annual subscription will roll over to the next year.

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Ms. Deschamps noted that the movie content doesn't include the latest blockbusters but there is a great range of older movies and more educational material. The music content is extensive but does not include the SONY catalog.

Library Director Kenney requested that the Board move into executive session to discuss a personnel matter. On a MOTION by Trustee D'Ambrosio seconded by Trustee Haynes, the Board moved into executive session at 8:00 p.m. and moved out of executive session at 8:06 p.m.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:07 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees