

**MONTHLY REPORT
AGENDA ITEM #4**

By: Brian Kenney
Dept. Library Director
Subject: Monthly Report
Date: September 10, 2014

Completed work as chair of the Westchester Library System (WLS)/Public Library Directors Association (PLDA)'s Integrated Library System (ILS) Committee. Authored final report which was presented to PLDA July 17 and was unanimously approved; it was subsequently adopted by the WLS Board.

Participated in planning for the Library Dough Raiser, a fund raiser, scheduled for October 9th and the Library Gala. With Libby, worked on Foundation newsletter.

In August, two Librarian II's working as adult service librarians retired: Elizabeth Hughes and Miriam Varian. I met with management to determine how best to fill these positions; we agreed to hire two Librarian I's, an additional librarian to work with teens and a librarian for adult services with specialization in local history. Developed job descriptions and specs, oversaw advertising, and reviewed all applicants. Created two teams to interview candidates. By Sept. 1, offers were made and accepted for both positions. Kathlyn Carroll, who will largely work with teens, will begin Sept. 15 while Ben Himmelfarb, with responsibilities for local history, will begin Oct. 14. I also called for an examination for a Library II vacancy; this will be a promotional opportunity for a Librarian I.

With John Lolis, planned for migration of Library email accounts to Gmail.

With Bill Deierlein, DPW staff, initiated a huge purge, discarding obsolete furniture, equipment, and supplies from throughout the building.

Continued to develop the Westchester Self Publishing Conference, in partnership with Publishers Weekly and WLS, now scheduled for February 21.

With Kathy Degyansky and Libby Hollahan worked on the "Funding Your Future" NYS grant application, with Latino U College Access, for financial information and FAFSA guidance for first generation, college bound students.