

Memo to: White Plains Public Library Board of Trustees
From: Libby Hollahan
Date: Jan. 28, 2015
Re: White Plains Library Foundation Report

Fundraising:

Annual Appeal is winding down, on par with last year, with gifts totally about \$52,000. Gifts included several restricted gifts for Clarice Wilson Memorial Concert Fund and for teen programs. We have a Trove Birthday Technology Fund giving program set up in The Trove and have received a number of gifts from families and kids. Total gifts for this fund are now at \$1,700. Using \$629 to replace the monitor in the Cave. A contribution from the production company of the pilot for "Billions" will support a year of Reading Coach. The Foundation is developing plans for next steps in the Capital Campaign for Phase II of the first floor renovations.

Grants:

--Shinnyo-en Foundation:

--Submitted the application for a second year of funding for the Collaborative Grant program on Jan. 12. Grant request is \$26,820; includes support for participation in the spring National Service Learning Conference and the summer Shinnyo-en Annual Retreat, as well as for the Eastview 6th grade visits to the Library this spring (on the calendar for April and May 2015) and a repeat of the Summer TV Production Workshops.

--The Shinnyo-en Edge grant (\$50,000) was completed on Nov. 30, and provided \$29,000 for technology, \$15,000 for furnishings, and \$6,000 for programs. Final report on this grant is due Jan. 31.

--Organized Teen Community Service Film Festival Jan. 15.

--Allstate: Met with Tim Baird and the Edge staff to plan safe driving programs for 2015. We will have another safe driving outreach at the Loucks meet on May 9. Austin Olney will work the table with me and I will invite some Allstate volunteers.

--Target: Trove staff is using the \$2,000 grant to purchase new science-themed books for 12 new "Bag-A-Tales." Trove staff will present them in family storytimes.

Events:

Plans for our inaugural **Spelling Bee** are underway; scheduled for Friday, Feb. 27, 2015 (snow date Friday, March 6, 2015) at Highlands auditorium. Lawrence Otis Graham will be our "celebrity emcee." Sign-up deadline for teams is Jan. 31. So far 9 teams are signing up, including two high school teams.

Trumble in The Trove is Sunday, March 22. Yuki Haynes is helping organize volunteers for a bake and book sale, and The Trove Staff is booking a puppet show and a juggler.

Our Fall 2015 Gala will celebrate the Foundation's 20th anniversary. The Foundation will be forming a Gala committee and a corporate outreach subcommittee in the next few weeks. Our honoree is Phil Klay, White Plains native and author of "Redeployment," the 2014 National Book Award winner.

Foundation Administration:

--The Foundation Annual Meeting on March 4. The slate will include: Diane Tabakman, our next President; Gail Schwartz, continuing as Vice President; and Richard Hecht, continuing as Treasurer. We are seeking candidates for three open positions on the board.

White Plains Library Foundation
Minutes of Board of Directors Regular Meeting
December 17, 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, Susan Hecht, Barbara Loucks, Joan Kass, Beth Kava, Gregory Keenan, Brian Kenney, Marjolein Mooney, G. Frederick Perkins, Jr., Gail Schwartz, Paul Schwarz, J. Frederick Singleton, Diane Tabakman and Nick Wolff. Absent with notice were Jim Benerofe, Denise D'Ambrosio, Richard Hecht and Richard Kaye. Also present were Foundation Executive Director Libby Hollahan, Assistant Library Director Kathy Degyansky, and Secretary to the Library Director, Sandra McDaniel.

Presentation of FYE 6/30/14 Audited Financial Statements

Michael Walker of Maier, Markey & Justic presented the audited financial statements for full year ending June 30, 2014. The audited financial reports were approved on a MOTION by Gail Schwartz, seconded by Diane Tabakman.

Minutes of Regular Meeting of November 19, 2014

The minutes of the regular meeting of November 19, 2014 were approved on a MOTION by Fred Perkins, seconded by Fred Singleton.

President's Report

President Wolff stated that the Nominating Committee had met and there were three vacancies on the Board. Mr. Perkins suggested that a member from the Latino community be on the Board. Ms. Hollahan remarked that the Nominating Committee would like to recruit contacts from the local business and corporate communities as well as younger parents. Mr. Wolff noted that Ms. Hollahan had distributed a Board Self Evaluation Form and asked the Board to review it and assess themselves.

Executive Director's Report

Ms. Hollahan reviewed her report in detail.

Committee Reports

Ms. Kava reported on the Spelling Bee Committee. Ms. Kava stated that she had emailed Jim Kenny of White Plains Cable TV regarding taping the Spelling Bee but he has not yet responded. Ms. Kava noted that a Spelling Bee Committee meeting will be held immediately following the Board meeting.

Ms. Tabakman commented on the Policy Committee and noted that the auditors had recommended that three policies be put in place to conform with best practices for non-profits. Ms. Tabakman remarked that they had gotten samples of some policies and were reaching out to some other library organizations in an effort to tweak existing policies.

Library Director's Report

Library Director Kenney reported that the Capital Projects Committee met and has pushed back Phase II of the construction project to 2016 due to budget constraints. Mr. Kenney noted that Phase II was mainly infrastructure which has not been updated since the 1970's. Ms. Tabakman expressed concerns about the funds that were already committed to this project and how this information should be communicated to donors.

Mr. Keenan would like to see a banner publicizing the recent 2014 New York Library Association's (NYLA) Building Award presented to the White Plains Public Library for demonstrating cost-effective solutions to space challenges and innovative usage of space and floor plans in their recent construction project. Mr.

Keenan hoped this would raise the community's awareness about the transformation going on at the Library and build public support to move forward on the renovations.

Library Director Kenney advised the Board that a new streaming and downloading service, Hoopla, would be offered at the library to White Plains cardholders for movies, audiobooks and ebooks at no charge to patrons. Assistant Director Kathy Degyansky stated that the official launch event would take place on January 10.

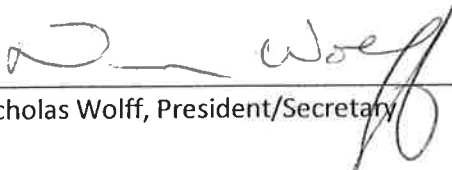
Mr. Kenney remarked that the local history collection, which is supported by the Foundation, had a new initiative that was being spearheaded by new local history librarian, Ben Himmelfarb. Library Director Kenney stated that Librarian Himmelfarb would be recording oral histories with local residents who would volunteer to be interviewed. Ms. Hollahan commented that the Foundation received a donation in 2011 that was earmarked for local history and had used some of the monies to buy recording equipment. The Board requested that Librarian Himmelfarb attend a meeting to discuss this project. Ms. Tabakman noted that this was a great way to enhance Adult Services in light of the delay in the construction project.

Mr. Kenney also noted that there was overpopulation in The Edge and there was a need for more chairs. On a MOTION by Greg Keenan, seconded by Beth Kava, approval was granted to fund \$1,653.87 for additional chairs for The Edge and approximately \$200.00 for a 2014 NYLA Building Award banner.

Treasurer's Report

In Mr. Hecht's, absence Ms. Hollahan noted as a point of information three updates to the adopted June budget as well as the financial reports dated December 16. Mr. Hecht will give a complete report at the next meeting.

On a MOTION by Fred Perkins, seconded by Joan Kass, the meeting was adjourned at 10:35 a.m.



Nicholas Wolff, President/Secretary