

**White Plains Public Library Board of Trustees**

**Minutes of Regular Meeting**

**November 12, 2014**

**Call to Order**

The regular meeting of the Library Board of Trustees was called to order at 7:06 p.m. by President Paul Schwarz. In attendance were Trustees Barrera, Furth, Haynes, James, and Schwarz. Absent with notice was Trustees Connors, D'Ambrosio, Matthews-Serra and Assistant Library Director Kathy Degyansky. Absent without notice was Trustee Scherer. Also in attendance were Library Director Brian Kenney, Foundation Executive Director, Libby Hollahan and Library Director's Secretary, Sandra McDaniel.

**Minutes of Regular Meeting of October 8, 2014**

The minutes of the regular meeting of October 8, 2014 were approved as submitted on a MOTION by Trustee James, seconded by Trustee Haynes.

**Budget:**

City Revenue & Expenditure Budget by Department as of October 30, 2014 were reviewed.

**Bills: 2014/15 Budget: #5, #6, #7**

Trustee Furth reviewed the bills prior to the meeting. Trustee Haynes, seconded by Trustee Furth approved payment of bill voucher, #5, #6, and #7 on a MOTION.

**Report of Library Administration**

President Schwarz asked Library Director Kenney about the Trove Report and the introduction to the Trove that the Eastview children received. Mr. Kenney remarked that the 6<sup>th</sup> graders would like to go to The Edge but the Edge was designed for 7<sup>th</sup> graders and older. Materials appropriate for 6<sup>th</sup> graders are in the Trove. Furthermore, students in the 7<sup>th</sup> grade and up would be less likely to use the Edge if it was filled with 6<sup>th</sup> graders. Trustee Haynes was asked for her remarks as a parent of a 6<sup>th</sup> grader and she responded by that 6<sup>th</sup> graders feel they are too old for The Trove and that many of them do not come to the Trove. Library Director Kenney commented that he would look into having the Trove focus on more 6<sup>th</sup> grader programming.

Mr. Kenney stated he and a few of the library staff attended the NYLA conference and that the White Plains Public Library was recognized with a Library Renovation & Restoration Project Building Award. Library Director Kenney remarked that he was developing a survey to gage the satisfaction/dissatisfaction of the patrons. He was also working on a new website and would continue to work with Recreation & Parks on a StoryWalk.

New Librarian Ben Himmelfarb was introduced to the Board. Librarian Himmelfarb stated he was very pleased to be working for the White Plains Public Library and discussed his first few weeks on the job and his ideas on local history. Librarian Himmelfarb spoke about an oral history project at New York Public Library and noted that he was developing a similar program to capture White Plains history through oral interviews. Volunteers would develop the contacts and conduct the interviews, and the interview themselves would reside on the Library's website. He would begin a pilot project in January 2015.

**Trustee Reports & Business**

WLS – Trustee Furth stated that she was unable to attend the meeting but reminded the Board that the WLS Annual Meeting will be held on Thursday, November 20<sup>th</sup> at 6 p.m. at WLS HQ. Trustee Furth said there would also be a mini-Trustee Institute.

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**Friends** – President Schwarz remarked that it was a great honor for the Friends to be recognized at the Gala on November 8<sup>th</sup>.

**Foundation** –Ms. Hollahan remarked that the Friends enjoyed the Gala where they were one of the honorees and thanked everyone for attending. She also stated that over 160 people attended and that there was a good silent auction. Ms. Hollahan noted that the November 20<sup>th</sup> Shinnyo-en sponsored Community Service Film Festival has been postponed to January.

**Other** –

**Ongoing Business:**

Library Director Kenney discussed capital projects and was not sure if the pressure washing of the exterior would take place this fiscal year. Mr. Kenney also remarked that the price of the projects increased as projects were deferred to later years.

The Board reviewed the RFP for White Plains Community Media (WPCM) and discussed Trustee D'Ambrosio's comments. The Board agreed to Trustee James's slight edits of the document. Trustee Furth remarked that it seemed reasonable to pro-rate costs but it would not be possible to pro-rate HVAC bills. Library Director Kenney suggested that included in the RFP be an agreement between the Library and the Cable Commission to look at the bills six months before and after and pass on the increases to the Cable Commission. On a MOTION by Trustee James, seconded by Trustee Haynes, the RFP was approved with the aforementioned edits and inclusion of an agreement between the Library and Cable Commission to look at the bills six months prior to and after the addition to the Cable Commission to the building.

Trustee Furth commented that two-thirds of the libraries are members of the Library Trustee Association and we should strongly consider joining. Library Director Kenney advised the Board that there was no funding in his budget for the \$425 membership fee and if it needed to be funded it would have to come from an existing line, such as the materials budget. The Board agreed that the materials budget should remain untouched. Mr. Kenney stated that he pays for his own professional memberships and conference attendance, while the other librarians pay for their own professional memberships but receive supplemental funding from the Library and the Friends of the Library for conference attendance. The Board thought the membership would be beneficial and discussed contributing \$50 from each Trustee to pay for membership. Trustee James proposed President Schwarz explore the contribution possibilities and discuss this topic again.

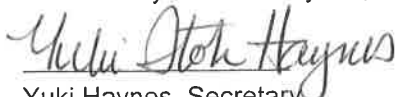
**New Business:**

President Schwarz stated that he was appointing a Nominating Committee of Trustees Scherer, Furth and himself to nominate a President and Secretary for the coming year.

Library Director Kenney asked the Board to move to The Edge for the new technology demo.

**Adjournment**

There being no more business before the Board, the meeting was adjourned at 8:03 p.m. on a MOTION by Trustee Haynes, seconded by Trustee James.



Yuki Haynes, Secretary  
Library Board of Trustees