

Memo to: White Plains Public Library Board of Trustees
From: Libby Hollahan
Date: April 1, 2015
Re: White Plains Library Foundation Report

Foundation Annual Meeting: The board elected the following officers: Diane Tabakman, President and Secretary; two Vice Presidents, Beth Kava and Gail Schwartz; and Richard Hecht, Treasurer. In addition, the board elected a new director, Jen DeMilio. I am working with the Executive Committee to assign board members to committees for the coming year.

Fundraising:

The Foundation Board is discussing next steps in the Capital Campaign for continuing first floor renovations, and what our goals should be. At our board meeting last week, Brian Kenney gave a tour of the adult services areas to be renovated and explained how the space would be used and how it would support the needs of various adult patrons. Board members suggested that our Campaign materials make this clearer and suggested that we come up with a catchy brand name—like The Trove and The Edge, which have become well-known names in the community—for the entire adult area, which is made up of the Hope & John Furth Learning Commons and the Café & Friends' Bookstore. I have been working with Brian and the Executive Committee to address these suggestions and to update our marketing materials.

The Board wants the Fall Gala to support the renovations. Gala sponsorship solicitations and other marketing will focus on this goal.

Grants:

--Shinnyo-en Foundation:

--The grant check (\$26,820) for a second year of funding for the Collaborative Grant program has been received.

--Working with Brian Kenney and Jody Kennedy to prepare workshop presentation on the collaboration for the National Service Learning Conference on April 10.

--Held meetings with Library staff and with Eastview staff to prepare for the Eastview 6th grade visits to the Library this spring.

--Allstate: Edge staff is planning several safe driving workshops this spring. 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. Kathlyn Carroll is coordinating several teen financial literacy programs under this grant. I met with Inspiria Media to plan the ad campaign portion of the grant, and there will be billboard ads at the City Center movie complex, White Plains train station, and bus shelters again this year. A new outlet this spring will be bus shelters at Purchase College.

--Target: Target sent us an additional \$1000 for the Early Reading program; however, they are phasing out this grant program, and have decided instead to support school field trips.

Events:

Trumble in The Trove was a great success, with strong attendance and popular performances, supported by the Foundation. Yuki Haynes and her committee organized a bake sale and a used book sale, netting \$880.

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.

**White Plains Library Foundation
Minutes of Board of Directors Annual Meeting
March 4, 2015**

The annual meeting of the White Plains Library Foundation Board of Directors was called to order by President Nick Wolff at 7:07 p.m. in Galaxy Hall at the White Plains Public Library. Directors in attendance were: Jim Benerofe, Yuki Haynes, Beth Kava, Richard Kaye, Brian Kenney, Barbara Loucks, Marjolein Mooney, G. Frederick Perkins, Jr., Gail Schwartz, Diane Tabakman and Nick Wolff. Absent with notice were Denise D'Ambrosio, Richard Hecht, Susan Hecht, Timothy James, Joan Kass, Gregory Keenan and J. Fred Singleton. Also present were Foundation Executive Director Libby Hollahan, Assistant Library Director Kathy Degyansky and Secretary to the Library Director, Sandra McDaniel.

On a MOTION by Fred Perkins, seconded by Jim Benerofe, the Board unanimously elected the Slate of Directors and Board Officers as follows:

Election of Directors

1) Election of Directors

Slate of Directors (Three-Year Term: Annual Meeting 2015–Annual Meeting 2018)

- | | |
|-------------------|-----------------|
| 1) Susan Hecht | 4) Beth Kava |
| 2) Gregory Keenan | 5) Richard Kaye |
| 3) Barbara Loucks | 6) Jen DeMilio |

Directors Continuing Without need for Election

Class of 2013-2016

- | | |
|------------------------------|----------------------------|
| 7) G. Frederick Perkins, Jr. | 10) J. Frederick Singleton |
| 8) Diane H. Tabakman | 11) Marjolein Mooney |
| 9) Denise D'Ambrosio | 12) vacancy |

Class of 2014-2017

- | | |
|----------------------|-------------------|
| 13) James Benerofe | 17) Richard Hecht |
| 14) Gail Schwartz | 18) Joan Kass |
| 15) Nicholas Wolff | 19) vacancy |
| 16) Yuki Itoh Haynes | |

Board Positions without need for election:

- 20) Timothy James, President, Library Board of Trustees
- 21) Brian Kenney, Library Director

2) Election of Officers

Slate of Officers (One-Year Term: Annual Meeting 2015 – Annual Meeting 2016)

Diane Tabakman, President and Secretary
Beth Kava, Vice President
Gail Schwartz, Vice President
Richard Hecht, Treasurer

On a MOTION by Richard Kaye, seconded by Fred Perkins, the meeting was adjourned at 7:12 p.m.


Nicholas Wolff, President/Secretary

White Plains Library Foundation
Minutes of Board of Directors Regular Meeting
March 4, 2015

The regular meeting of the White Plains Library Foundation Board of Directors was called to order by President Diane Tabakman at 7:13 p.m. in Galaxy Hall at the White Plains Public Library. Directors in attendance were: Jim Benerofe, Yuki Haynes, Beth Kava, Richard Kaye, Brian Kenney, Barbara Loucks, Marjolein Mooney, G. Frederick Perkins, Jr., Gail Schwartz, Diane Tabakman and Nick Wolff. Absent with notice were Denise D'Ambrosio, Gregory Keenan, Richard Hecht, Susan Hecht, Tim James, Joan Kass, J. Frederick Singleton and Jen DeMilio. Also present were Foundation Executive Director Libby Hollahan, Assistant Library Director Kathy Degyansky and Secretary to the Library Director, Sandra McDaniel.

Minutes of Regular Meeting of January 21, 2015

The minutes of the regular meeting of January 21, 2015 were approved on a MOTION by Barbara Loucks, seconded by Fred Perkins.

President's Report

President Tabakman welcomed the Board and thanked everyone for their confidence. Ms. Tabakman also thanked Paul Schwarz for his time and thanked Mr. Wolff for agreeing to stay on the Board and looked forward to his guidance. President Tabakman shared her vision with the board members and remarked that she would like to meet with them individually to discuss their feedback and ways to engage them; would like to revitalize the Executive Committee which consisted of Ms. Kava, Ms. Schwartz, Mr. Hecht, Mr. Kenney, and herself (and Ms. Hollahan and Ms. Degyansky, ex officio); would like to work with Library Director Kenney to focus on our goals as well as assist in the new Executive Director search. Ms. Tabakman also mentioned the Committee List that was included in the board packet and stated that she would like everyone to review it so they can discuss it when she meets with them individually.

Library Director's Report

Library Director Kenney asked for suggestions from the Board on the newsletter as he was trying to balance Foundation and Library content. The Board responded with positive feedback and thought the newsletter was good outreach and engaging. Ms. Hollahan stated about 700 contacts were emailed and some board members who did not receive it will recheck their emails. Discussion continued on ways to grow the contact list and Ms. Tabakman suggested creating a splash page to encourage library users to share their email address to get the newsletter. Mr. Kenney commented that the IT department was working on it.

Mr. Kenney reviewed the results contained in the July 2013-14 Annual report and noted that ebooks, adult childrens and young adult programming had increased while library visits had decreased 5%, internet sessions had increased 25% when session time was increased from one hour to two hours. Library Director Kenney remarked that the data supported the renovation as people are coming to the library.

Committee Reports

Ms. Kava reported on the Spelling Bee Committee and said it went very well, attracted all ages and the proceeds would go towards purchasing four iPads for The Trove. Ms. Kava stated there were 22 teams and they were diverse and about 150 people in the audience came to watch and support them. Ms. Mooney noted that it was a nice community event and Ms. Schwartz remarked that Lawrence Otis Graham was a wonderful emcee of the event. Ms. Kava also thanked the school district for all their help and commented that there would be a wrap-up meeting next Monday.

Executive Director's Report

Ms. Hollahan discussed her written report and asked the Board members to review their bio list which is posted to the website and email her with any updates by March 12. She will also revise the contact list information.

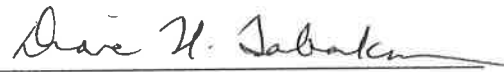
Ms. Hollahan stated that the Gala Committee was being formed and an Honorary Committee was in development for past honorees and founding Board members. She also noted that the Trumble in The Trove was taking place later in the month and Ms. Haynes, who has been organizing the event with a small core of volunteers, would like some more volunteers. Ms. Loucks suggested that the digital screens outside of the parking structure be used to advertise this event.

Treasurer's Report

Ms. Hollahan deferred the review of the financial reports until Treasurer Hecht's return. Ms Hollahan did speak, as a point of info, to the Finance Committee Meeting Minutes that were distributed and gave an update on the spending plans for two accounts.

President Tabakman noted that since she was already on the Finance Committee as president of the Foundation, space was now available on this committee and she encouraged anyone who was interested to serve. Fred Perkins volunteered to serve on the Finance Committee.

On a MOTION by Jim Benerofe, seconded by Fred Perkins, the meeting was adjourned at 8:04 p.m.


Diane Tabakman, President/Secretary