

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
July 8, 2015**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:03p.m. by President Tim James. In attendance were Trustees D'Ambrosio, Fried, Furth, Haynes, James and Schwarz. Also in attendance were Library Director Brian Kenney, Foundation Executive Director Libby Hollahan, Assistant Library Director Kathy Degyansky and Library Director's Secretary, Sandra McDaniel. Trustees not present were Barrera, Matthews-Serra and Scherer. In the Secretary's absence, Trustee Haynes volunteered to be Pro-Tem Secretary for this meeting.

President James welcomed Dr. Paul Fried, the new superintendent of White Plains Schools to the Board and thanked him for coming.

Minutes of Regular Meeting of June 10, 2015

The minutes of the regular meeting of June 10, 2015 were approved as corrected on a MOTION by Trustee Schwarz, seconded by Trustee Furth.

Budget

The City Revenue & Expenditure Budget by Department as of June 2015 was reviewed and Library Director Kenney reported that he was in the process of closing out the budget and projected being \$4,000-\$6000 over budget in maintenance supplies and electricity. Mr. Kenney stated he was waiting for a final electricity bill.

Bills 2014 – 2015 Budget: Claims #21, #22

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee D'Ambrosio, seconded by Trustee Schwarz, approval was granted for payment of bill voucher #21 and #22.

Reports of Library Administration

Assistant Library Director Degyansky had an update to her report and stated that the Planned Parenthood of Westchester was sponsoring a mobile HIV testing van on September 14th and Westchester Food Pantry would also have a mobile food pantry in October. President James reviewed the Teen Report and would like to have someone from The Edge staff attend a meeting to talk about the ALA webinar "Makerspaces: The Library's Legal Answers".

Trustee Furth remarked that she, along with several library staff members, attended a WLS program, "Leading Organizational Innovation" led by IBM. Trustee Furth noted that since IBM was no longer distributing "in kind" gifts of computers, printers, etc. (because they no longer sell them) they have formed an organizational group to help organizations make changes by focusing on one issue that was important to them. Library Director Kenney remarked that the area that they focused on at the meeting was the first floor completion. Trustee Furth felt it was worthwhile and said we received very good ideas. Mr. Kenney noted that they was a diverse group from the Library and that he planned to go back to having a team focus on the first floor which he had done with The Edge.

Mr. Kenney advised the Board that the Summer Reading Program in The Trove was working very well. Library Director Kenney remarked that we have 60 teens volunteering in The Trove and are helping the kids with their reading. Mr. Kenney also noted that the Teen Summer TV Workshop was oversubscribed.

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Trustee Reports & Business

WLS – Trustee Furth stated that WLS had been discussing the privacy module which currently retains data records for 30 days. Ms. Furth said that Circulation records were not immediately purged because the data was needed to run reports, but WLS would like to reduce this timeframe and keep the records for as briefly as possible.

Friends – Ms. Hollahan remarked that the Friends have new members who have joined and a new treasurer.

Foundation –Ms. Hollahan reviewed her written report and remarked that the Summer TV Production Camp was being held in The Edge. She advised Dr. Fried that she worked closely with staff at White Plains Middle Schools and would be happy to go into more detail about the Library Foundation's role with him.

Other –

Ongoing Business

Library Director Kenney stated that the Common Council had approved the mini-capital project on Monday, July 6th. Mr. Kenney remarked that the architect had submitted the information needed for the scope of the project and he would be working with DPW to get the project moving.

Library Director Kenney remarked that the Revised Collection Development Policy was outdated and had now been updated so that if we were challenged as to why we kept some books and discarded others there was a documented policy in force. On a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio, the Revised Collection Development Policy was approved.

New Business

Library Director Kenney remarked that Gloria Fernau, a long-time employee with over 40 years of service, passed away on July 6th. On a MOTION by Trustee Furth, seconded by Trustee Haynes the Personnel Additions/Deletions from 04/01/15-06/30/15 was approved.

Library Director Kenney stated that he continued to have issues related to teens and security at The Edge. Mr. Kenney noted that the teens causing the problems were no longer in the building but a large group had occasionally gathered in front of the library. Library Director Kenney remarked that the police had been called in on several incidents.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:38 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Pro-Tem Secretary
Library Board of Trustees