

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
September 9, 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 Barrera, D'Ambrosio, Fried, Furth, Haynes, James, Matthews-Serra, Scherer and Schwarz. Also in attendance were Library Director Brian Kenney, Foundation Executive Director Libby Hollahan, John Lolis, Coordinator of Computer Systems, and Library Director's Secretary, Sandra McDaniel. Not present: Assistant Library Director Kathy Degyansky.

Minutes of Regular Meeting of July 8, 2015

The minutes of the regular meeting of July 8, 2015 were approved as corrected on a MOTION by Trustee Furth, seconded by Trustee Haynes.

Budget

The City Revenue & Expenditure Budget by Department, as of August 2015, was reviewed and Library Director Kenney reported the Library had closed out the FY 2014/15 within budget.

**Bills 2014 – 2015 Budget: Claims #23
2015-2016 Budget: Claims #1, #2, #3, #4**

Trustee Schwarz reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Schwarz, seconded by Trustee Haynes, approval was granted for payment of bill voucher #23, #1, #2, #3, and #4.

Reports of Library Administration

Library Director Kenney stated that the Library had a busy summer. Mr. Kenney noted that there was a significant increase in participation in adult programming. Library Director Kenney also noted that the teens were coming to use The Edge as soon as it opened, but there was a dip in attendance in The Trove. Mr. Kenney remarked that he would look more closely at programming in the Trove to see if there are any contributing factors. One area that the Trove needed to offer more were programs involving technology, especially for children in grades four through six.

Library Kenney commented that the Library would offer a new ebook platform from 3M in October.

Trustee Reports & Business

WLS – Trustee Furth stated that WLS held no meetings in July and August so there was nothing to report.

Friends –

Foundation –Ms. Hollahan reviewed her written report and stated that the Foundation had an ambitious fundraising calendar and almost 20% of the fundraising goal had been raised for the next phase of the renovation. Ms. Hollahan noted that the new logo for The Hub had been developed and was used in the latest joint Library/Foundation newsletter. Ms. Hollahan advised the Board that the save the date Fall Gala card was mailed.

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Other –

Ongoing Business

Library Director Kenney stated he was working on the agenda for the Library Retreat on September 24th where approximately 40 people representing a cross-section of White Plains were expected to attend. Mr. Kenney has been conducting focus groups with community groups and was intending to reach a diverse representation of White Plains.

Library Director Kenney has been working with the architects on the mini-capital project and stated that he met with the Department of Public Works (DPW): DPW planned to do much of the work themselves, hiring contractors, electricians, etc. as needed. Library Director Kenney thought the project would start in December or January 2016 and noted that he was reviewing the plans on Phase II and III; with the help of the architects he was meeting with a professional estimator to determine costs for the next phases.

New Business

Mr. Kenney discussed the plan to draw up a plan of service for adults, and informed the Board that he had created a working group made up of staff from throughout the Library to determine the programs and services we should provide adults and the necessary space requirements. The group will present their findings to the Board in early 2016.

Mr. John Lolis discussed the status of technology in the Library and provided a roadmap to upcoming projects. Mr. Lolis remarked that decisions needed to be made as to whether to separate from the City's Microsoft Network as well as to whether to pursue off-site storage (the cloud) as recommended in the disaster recovery plan (approx. \$60 per year). John also suggested that the mobile print service where you upload a document, pay for it, and print it in the library should be more publicized. Library Director Kenney commented that he had instituted a free faxing service which was highly successful.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:02 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Denise Matthews-Serra, Secretary
Library Board of Trustees