

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
January 13, 2016**

**Call to Order**

The regular meeting of the Library Board of Trustees was called to order at 7:05p.m. by President Tim James. In attendance were Trustees Barrera, D'Ambrosio, Fried, Haynes, James, Matthews-Serra, Scherer and Schwarz. Also in attendance were Library Director Brian Kenney, and Assistant Library Director Kathy Degyansky. Not present: Trustee Furth.

**Minutes of Regular Meeting of December 9, 2015**

The minutes of the regular meeting of December 9, 2015 were approved on a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio.

**Budget**

The City Revenue & Expenditure Budget by Department, as of December 31, 2015, was reviewed and Library Director Kenney reported the Library had nothing unusual in the budget. Trustee Haynes queried the \$5,000 difference in the electric bill from September to October on Claims #10 and #11. Library Director Kenney explained that this was not unusual. Trustee James suggested that the decrease in use of air conditioning in October was likely the reason.

**Bills: 2015-2016 Budget: Claims #10, #11, and #12**

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio, approval was granted for payment of claim lists #10, #11 and #12.

**Reports of Library Administration**

Trustee Schwarz commented on an upcoming exhibit by local photographer, Michael Friedman. He suggested that they all make sure to see it.

Library Director Kenney spoke about work he is doing to prepare a bid for a vendor for the Library café. He is meeting with local businesses for advice on developing the bid. Trustee D'Ambrosio recommended that potential bidders not be too involved in this process.

Trustee Schwarz commented on the Systems department report and all the problems described there. Library Director Kenney stated that problems are inherent when working with technology and further added that money is available for a new server which should solve several of the problems.

Trustee James asked about the staff trip to Huntington Public Library. Library Director Kenney stated that the purpose of the visit was to inform the staff work on creating a plan of service for The Hub.

Trustee Matthews-Serra commented favorably on the variety of programs for teens in The Edge.

Library Director Kenney reported on his and other staff experiences at the Mid-Winter meeting of the American Library Association. He distributed a list of books for reluctant readers that was a result of a committee chaired by Librarian Erik Carlson. He further spoke about the local history discussion group led by Librarian Ben Himmelfarb. Mr. Kenney noted that he spent time in the exhibit hall meeting with vendors.

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### **Trustee Reports & Business**

**WLS** – In the absence of Trustee Furth, there was no report.

**Foundation** – In the absence of Ms. Hollahan, there was no report. Library Director Kenney stated that the new Executive Director, Nancy Rubino, would start on Tuesday, January 19 and would be present at the next meeting of the Trustees.

**Friends** – Library Director Kenney invited all present to the staff luncheon which will be hosted by the Friends on Thursday, January 21, from noon – 2 p.m.

**Other** – Library Director Kenney informed the Board that the Woman's Club of White Plains has made the Library Foundation the beneficiary of proceeds of a tea which will be held Sunday, February 7 from 2 p.m. to 4 p.m.

### **Ongoing Business**

Library Director Kenney updated the Trustees on the progress of the Capital mini-project stating that we are waiting for a furniture delivery date after which we will schedule demolition of the information desk, and contract for electrical wiring. He has met with the architects and the staff working on a Hub service plan. The plan will be presented at the next Board meeting.

Updating the Trustees on the search for a new Executive Director for the Library Foundation, Mr. Kenney discussed Ms. Rubino's (the selected candidate) credentials and experience.

The Trustees reviewed a draft of the Strategic Plan for 2016-2019. Library Director Kenney explained that the plan was based on the retreat and subsequent discussions. Design faculty members from Purchase College are working with Mr. Kenney on plans to beautify and highlight the exterior of the Library. Trustee D'Ambrosio suggested that Goal 2 be revised to be applicable to all users rather than new users. Mr. Kenney will make this change. The draft was approved with the correction on a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio.

Mr. Kenney stated that the next meeting of the Trustees will be moved to the first Wednesday in February, February 3, to accommodate the City budget process. Next year's budget request is due on February 12.

### **New Business**

The report of Personnel Additions/Deletions from payroll between October 1, 2015 and December 31, 2015 was approved on a MOTION by Trustee Matthews-Serra, seconded by Trustee Haynes.

Library Director Kenney explained that he has involved a lot of the staff in planning for the renovation. He suggested that it would be helpful to have several Board liaisons based on the long term nature of the changes planned. Trustees Schwarz, D'Ambrosio, and Haynes agreed to be involved as their schedules permit. Absent Trustee Furth also previously volunteered. Mr. Kenney will include them and Trustee James on all pertinent emails going forward.

Library Director Kenney passed around a tablet so the Trustees could see the digitized images from our local history collections that have been posted to the Digital Public Library. This was made possible by a grant prepared and submitted by Librarian Ben Himmelfarb from the New York Metropolitan Library Counsel.

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Trustee Haynes agreed to continue to serve per the required renewal of trustee terms. Trustees Schwarz and Furth had previously agreed to continue on the Board.

Library Director Kenney clarified and Trustee James confirmed that the new New York State law requiring that public meetings be videotaped and made accessible to the public online pertains only to State-appointed committees. The Library Board of Trustees does not have to comply with this law.

**Adjournment**

There being no more business before the Board, the meeting was adjourned at 7:52 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

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Denise Matthews-Serra, Secretary  
Library Board of Trustees