

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

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:01 p.m. by President James. In attendance were Trustees Barrera, Haynes, James, Matthews-Serra, Scherer and Schwarz. Absent: Trustees D'Ambrosio, Furth and Foundation Executive Director Nancy Rubini. Also in attendance were Dr. Howard Smith, Acting Superintendent of Schools, Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, and Library Director's Secretary, Sandra McDaniel. Observer: Erik Carlson, Teen Librarian.

Minutes of Regular Meeting of September 14, 2016

The minutes of the regular meeting September 14, 2016 were approved as corrected on a MOTION by Trustee Haynes, seconded by Trustee Schwarz.

Budget

The City Revenue & Expenditure Budget by Department, as of September 26, 2016 was reviewed and Library Director Kenney said that there was nothing of note in the budget.

Bills: 2016-2017 Budget: Claim #4, #5

Trustee Furth had reviewed the bills prior to the meeting and made a correction. On a MOTION by Trustee Schwarz, seconded by Trustee Haynes, approval was granted for payment of claims #4 and #5 as amended.

Reports of Library Administration

The Board reports were reviewed.

Trustee Reports & Business

WLS – Library Director Kenney attended the meeting and nothing noteworthy was brought forward.

Friends – Library Director Kenney attended the meeting and said that they were planning a special sales event and reviewed with them what the new Bookstore would look like after the renovation.

Foundation – In Executive Director Nancy Rubini's absence, Library Director Kenney reported that 160 tickets had been sold for the Gala and reminded the Board that the Gala would be held at Congregation Kol Ami due to the library renovations.

Ongoing Business

Library Director Kenney said that the asbestos abatement was completed. Mr. Kenney gave an update on the construction project and noted that there was a FAQ involving the project and stated that the non-fiction collection would not be available until March 2017. Library Director Kenney noted that general seating was compromised but the computer area provided a similar level of service and that this was the most cost effective way to complete the renovation. Mr. Kenney noted that there was an ongoing construction meeting that included the architects, DPW and the construction team at 9:30 a.m. on Tuesday's and invited the Board to join the meeting but to check with administration before attending. Library Director Kenney noted that the old furniture was going to other departments in the City. Mr. Kenney stated that an RFP for the café vendor was completed and it was based on the Recreation & Parks food vendor at Ebersole rink.

Minutes of the October 13, 2016 meeting of the Library Board of Trustees, page 2

New Business

On a MOTION by Trustee Schwarz, seconded by Trustee Haynes, approval was granted for allocating \$800 for Librarian Carlson to complete a professional development course given by WLS in conjunction with LIU.

On a MOTION by Trustee Matthews-Serra, seconded by Trustee Haynes, Personnel Additions/Deletions from 7/1/16-9/30/16 were approved.

Library Director Kenney reported that he had identified a candidate for the Manager of Youth Services and expected an appointment would be forthcoming. Mr. Kenney also remarked that he had gotten approval to hire someone in January for the marketing position formerly held by Nancy Kunz.

Library Director Kenney stated at the end of the meeting he would give a brief tour of the interim space and area undergoing construction to the Board.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:19 p.m. on a MOTION by Trustee Haynes, seconded by Trustee Schwarz.

Denise Matthews-Serra, Secretary
Library Board of Trustees