

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
December 14, 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, Furth, James, Matthews-Serra, Scherer and Schwarz. Absent were: Trustees D'Ambrosio and Haynes. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director Nancy Rubini, and Library Director's Secretary, Sandra McDaniel. Guest: Josh Carlson, Youth Services Manager

**Minutes of Regular Meeting of October 13, 2016**

The minutes of the regular meeting October 13, 2016 were adopted on a MOTION by Trustee Schwarz, seconded by Trustee Barrera.

**Budget**

The City Revenue & Expenditure Budget by Department, as of November 1, 2016 and November 30, 2016 were reviewed and Library Director Kenney said that there was nothing notable in the budget.

**Bills: 2016-2017 Budget: Claim #6, #7, #8, #9**

Trustee Schwarz reviewed claims #6 and #7 and Trustee Furth reviewed claims #8 and #9 prior to the meeting. On a MOTION by Trustee Schwarz, seconded by Trustee Furth, claims #6 and #7 were approved for payment. On a MOTION by Trustee Furth, seconded by Trustee Matthews-Serra, claims #8 and #9 were approved for payment as presented.

**Reports of Library Administration**

The Board reports were reviewed.

**Trustee Reports & Business**

**WLS** – Neither Trustee Furth nor Library Director Kenney were able to attend the meeting.

**Friends** – Library Director Kenney said there was nothing new to report.

**Foundation** – Executive Director Nancy Rubini's reported that the Friends of the Library made an additional gift to the Campaign for The Hub in the amount of \$10,000. Ms. Rubini distributed her report and discussed The Hub campaign as well as they year-end appeal.

**Ongoing Business**

Josh Carlson, the newly hired Manager of Youth Services, introduced himself and spoke about his first three weeks on the job. Josh was excited to be working with the staff and has been concentrating on The Trove first and will be introducing new programming as well as weeding some of the children's collection. Mr. Carlson is also working on some virtual reality programming for The Edge.

Library Director Kenney stated that the capital project was on schedule and the contractors were working in the ceiling and replacing pipes. Mr. Kenney noted that one vendor had responded to the RFP for the Library Café and he would meet with the City's lawyer and produce an agreement pending Board approval. Library Director Kenney discussed the handout that depicted the renovation of the Library Plaza, including a children's garden. Mr. Kenney noted that this was not a library project, but as we got closer to the start, he would ask Deputy Commissioner Stefania Mignone of Public Works to discuss her project.

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Trustee Furth would like to see more temporary signage in the Lobby area to welcome patrons.

Library Director Kenney remarked that he would be advertising in January for a Librarian I position with some marketing responsibilities. Mr. Kenney said this position would be a replacement for the person who left six months ago.

**New Business**

Library Director Kenney stated that there was minimal change to the WLS Financial Model for White Plains and it would go down 5% in terms of overall contribution.

On a MOTION by Trustee Matthews-Serra, seconded by Trustee Furth, approval was granted for allocating up to \$350 for Librarian Canuelas to attend the NYLA Conference.

On a MOTION by Trustee Matthews-Serra, seconded by Trustee Furth, approval was granted for allocating up to \$500 for Librarian Himmelfarb, up to \$250 to Librarian Carlson, up to \$250 to Librarian Carroll to attend the ALA Midwinter Conference.

Mr. Kenney advised the Board that he had requested the following projects be included in the Capital Projects budget 2017-2020: power washing the exterior of the building which has been on the list for a while, renovation of the 2<sup>nd</sup> floor of the Library to include Room A, Room B, the auditorium, the kitchen, a new public bathroom and the museum gallery.

**Adjournment**

There being no more business before the Board, the meeting was adjourned at 7:46 p.m. on a MOTION by Trustee Schwarz, seconded by Trustee Matthews-Serra.

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Denise Matthews-Serra, Secretary  
Library Board of Trustees