

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
March 9, 2016**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:07p.m. by President Tim James. In attendance were Trustees Fried, James, Matthews-Serra, Scherer and Schwarz. 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. Not present: Trustees Barrera, D'Ambrosio, Furth and Haynes. Guest John Lolis, Coordinator of Computer Systems and a member of the public, Diane Tabakman, joined the meeting.

Minutes of Regular Meeting of February 3, 2016

The minutes of the regular meeting of February 3, 2016 were corrected to reflect that Paul Schwarz was part of the Nominating Committee on a MOTION by Trustee Schwarz, seconded by Trustee Fried.

Budget

The City Revenue & Expenditure Budget by Department, as of March 2, 2016 was reviewed and Library Director Kenney said that there was nothing of note to report.

Bills: 2015-2016 Budget: Claim #14, #15

Trustee Schwarz confirmed that he had reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Schwarz, seconded by Trustee Scherer, approval was granted for payment of claims #14 and #15.

Reports of Library Administration

Trustee Schwarz asked about library volunteers and Assistant Library Director Kathy Degyansky remarked that the Library had 15 active volunteers working throughout various departments. Library Director Kenney noted that the Library was once again a film site and the film, Coin Heist, would be using the library plaza Friday and Saturday nights and would bring in \$2500 in revenue for the Library Foundation.

Trustee Reports & Business

WLS – Library Director Kenney advised the Board that the last WLS meeting was cancelled due to inclement weather. Mr. Kenney also stated that he would be now attending the meetings as the incoming PLDA Director-Elect and reporting on Library Director activities.

Friends –

Foundation – Executive Director, Nancy Rubini distributed a written report and reviewed it.

Other –

Minutes of the March 9, 2016 meeting of the Library Board of Trustees, page 2

Ongoing Business

Library Director Kenney informed the Board he met with City Hall for a budget update and there was an overage of \$5600 but they would keep the budget in place.

Library Director Kenney discussed his note to Library employees and the Board dated March 3rd that included a timeline for the mini-Capital project which would begin the week of March 7 and conclude the week of March 28th. Mr. Kenney stated that the architects would be bringing a new set of blueprints with revisions to an April 13th meeting and he would like the Board to review it and give their input. Library Director Kenney would use the documents in a meeting with DPW and then they would be used to get an external professional estimate that would be used for bidding.

Library Director Kenney said he met with the Leslie Maron of the legal department and was informed that an RFP process may not be required for the Library Café and the Library may be able to negotiate with vendors. Mr. Kenney prefers to work with local vendors as he believes there would be greater flexibility in menus and pricing.

New Business

On a MOTION by Trustee Denise Matthews-Serra, seconded by Trustee Scherer, the 2016-2017 Holiday Schedule was approved as presented.

Mr. Lolis, Coordinator of Computer Systems, reviewed his written report and discussed the network reconfiguration and the I/T equipment budget proposal for the next fiscal year. Mr. Lolis stated that the proposal included an outdoor camera for the front door, and approximately \$3900 for the cost of a new server to replace the old one as well as new software. Mr. Lolis allocated \$9500 for 15 PCs and displays which will decrease the number of PCs we get from WLS at a cost of \$1000 per year for each computer. Mr. Lolis noted that there would be no more tech support from Novell since the City canceled the contract and is moving toward a Microsoft server. Mr. Lolis recommended not merging our systems with City Hall's I/T department.

The Board went into Executive Session to discuss a personnel matter at 7:57 p.m. and returned from Executive Session at 8:02 p.m.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:03 p.m. on a MOTION by Trustee Schwarz, seconded by Trustee Matthews-Serra.



Denise Matthews-Serra, Secretary
Library Board of Trustees