

White Plains Public Library Board of Trustees
Minutes of Special Meeting
August 30, 2017

Call to Order

A special meeting of the Library Board of Trustees was called to order at 7:05 p.m. by Board President Denise Matthews-Serra. In attendance were Trustees Denise D'Ambrosio, Hope Furth, Luz Barrera, Thomas Scherer, Yuki Haynes, Paul Schwarz, Timothy James, and Library Director Brian Kenney. Also in attendance were Library Director's Secretary, Sandra McDaniel and City of White Plains Attorney Les Maron.

Capital Project Update

Library Director Kenney thanked everyone for attending the Special Meeting and gave a brief update on the status of the capital project. Mr. Kenney said the project was going very well until approximately two weeks ago. Library Director Kenney discussed the documents pertaining to the delay and remarked that he had a construction meeting today and the work seemed to be back on track. Mr. Kenney stated that the wall would come down in September, the Foundation Gala would be held on October 21, and the furniture would arrive on October 23rd. He noted that the issue with the orange lounge chairs had been resolved and the defective chairs were being replaced. Library Director Kenney hoped to hold the formal opening of the Hub on Saturday, November 4th.

Discussion and Vote on License Agreement for Everyday Healthy Café

Mr. Kenney introduced Les Maron, CWP Attorney and author of the license agreement. Mr. Maron explained that once the license agreement was reviewed by the Board and voted on, it would be scheduled on the Common Council Agenda for the October meeting. Since the City owns the building, Common Council approval of the agreement would be required. Mr. Maron said it was his understanding that the fees generated from the Café would be paid to the City and go towards the Library Budget. Library Director Kenney remarked that one benefit of having the café' was that the library would be more attractive to users. The Board reviewed the license agreement in detail with special focus on the following areas: operation and management of the café, assignment or liens, parking, signs, insurance, access to the café, schedules B & D. The Board suggested that the next draft include a section where the Library Board would receive either audited receipts or financial statements for tracking the café's revenue as well as a general reference to White Plains Public Library's Policies and Procedures (i.e. for alcohol use). Library Director Kenney requested that Mr. Maron send an updated version of the License Agreement for Everyday Healthy Café to him on September 6th so that the board could review it and vote on it at their next meeting on September 13th. The Board thanked Mr. Maron for his time.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:58 p.m. on a MOTION by Trustee James, seconded by Trustee Furth.



Yuki Haynes, Secretary
Library Board of Trustees