

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
October 11, 2017**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:06 p.m. by President Matthews-Serra. In attendance were Trustees Furth, Haynes, Matthews-Serra, Scherer and Schwarz. A quorum was present. Absent were: Trustees Barrera, D'Ambrosio, James and Ricca. 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.

Minutes of Regular Meeting of September 13, 2017

The minutes of the regular meeting held on September 13, 2017 were approved on a MOTION by Trustee Schwarz, seconded by Trustee Haynes.

Budget

The City Revenue & Expenditure Budget by Department as of September 30, 2017 were reviewed. Library Director Kenney said there was nothing of note to report.

Bills: 2017-2018 Budget: Claim #4, #5

Trustee Furth reviewed claims #4 and #5 prior to the meeting. On a MOTION by Trustee Haynes, seconded by Trustee Scherer, all claims were approved as presented for payment.

Reports of Library Administration

The Board reviewed the reports. Trustee Schwarz remarked that Librarian Himmelfarb gave his Fake News presentation to Rotary Club of White Plains and said it was well done.

President's Remarks

President Matthew-Serra made no remarks.

Trustee Reports & Business

WLS – Trustee Furth reported that the committee on the Central Library met and recommended a continuance of Mt. Vernon as the Central Library with the continued oversight of their budget by WLS.

Friends – Library Director Kenney encouraged the Board to review their report and noted that the Friends supported staff development and travel. Mr. Kenney said he met with them to review the layout of the new Friends Bookstore and remarked that the existing Bookstore has been very successful but that now they would have more space.

Foundation – Executive Director Nancy Rubini gave a verbal report and remarked that the Gala was a week from Saturday. She remarked that a grant had been awarded to the Trove for parent/caregiver programming beginning in January.

Ongoing Business

Library Director Kenney stated that the wall would come down on Monday (when we were closed) and that new signage was up. Mr. Kenney informed the Board that the Café was behind schedule and the opening tentatively set for November 18th had been postponed. Library Director Kenney planned to hold the grand opening of all services on the first floor except the Café the week of December 6th. Mr. Kenney reported

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that the key project left to do was the replacement of the front door which would be completed in February.

New Business

Mr. Kenney distributed reading material for discussion on the Meeting Room Policy and stated that the topic should be tabled until the next meeting when more board members were present. Library Director Kenney informed the Board that we haven't rented any meeting rooms yet so it would be a good time to revisit the policy.

Mr. Kenney reviewed the policy on Staff Development and Conference Attendance and said there never had a policy before and it has now been documented to clarify for staff, especially new staff. On a MOTION by Trustee Furth, seconded by Trustee Schwarz, approval was granted to accept this new policy.

On a MOTION by Trustee Haynes, seconded by Trustee Scherer, the Board approved the Personnel Additions/Deletions from Payroll: 7/1/17-9-30/17

President Matthews-Serra requested the Board move into Executive Session, on a MOTION by Trustee Furth, seconded by Trustee Haynes, the Board moved into Executive Session at 7:39 p.m. and came out of Executive Session at 7:43 p.m.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:44 p.m. On a MOTION by Trustee Schwarz, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees