

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
February 1, 2018**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:03 p.m. by President Matthews-Serra. In attendance were Trustees Barrera, D'Ambrosio, Furth, Haynes, Matthews-Serra, Scherer and Schwarz. Absent: Trustees James and Ricca. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky and Library Director's Secretary, Sandra McDaniel. Guest: Department of Public Works, Deputy Commissioner – Anthony Carr, Library Business Manager, Bill Deierlein

President Matthews-Serra remarked that the Annual Meeting would be held at next month's meeting.

Minutes of Regular Meeting of December 13, 2017

The minutes of the regular meeting held on December 13, 2017 were approved as corrected on a MOTION by Trustee Furth, seconded by Trustee Haynes.

Budget

The City Revenue & Expenditure Budget by Department as of December 31, 2017 and January 25, 2018 were reviewed. Mr. Deierlein noted that the Library received a grant for \$25,000 that was not mentioned in his report. Library Director Kenney commented that the funds were from an ALA/Google grant to provide coding workshops for kids and that we were well underway to spending it toward coding summer camps.

Bills: 2017-2018 Budget: Claim #10, #11, #12, #13

Trustee Schwarz reviewed claims #10 and #11 and Trustee Furth reviewed claims #12 and #13 prior to the meeting. On a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio, all claims were approved as presented for payment.

Reports of Library Administration

The Board reviewed the reports. Library Director Kenney attended a meeting with Mayor Roach, and in the future will meet with the heads of the Youth Bureau and Parks and Recreation to discuss better coordination of programs across the City. Mr. Kenny noted that there have been some problems with teens smoking marijuana in the lower garage/stairwell. Library Director Kenney remarked that he had noticed more police presence and would keep an eye on it.

Trustee Reports & Business

WLS – Trustee Furth said they discussed the Central Library in Mt. Vernon and the oversight of Central Library funds as well as the Strategic Direction presentation given by WLS Executive Director, Terry Kirchner. Ms. Furth said her term as the rep expires in December 2018 and, after 15 years, a new rep would be needed.

Friends – Mr. Kenney said the Friends agreed to provide \$10,000 for renovation of the Story Time Area of the Trove.

Foundation – Library Director Kenney stated that he would review Executive Director Nancy Rubini's written report in her absence. Mr. Kenney reported that the Executive Committee and the White Plains Rotary Club would collaborate in 2019 for a gala to benefit the Library through a named gift for Conference Room B. There would be a gala in 2018 but not in 2019.

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Ongoing Business

Library Director Kenney introduced Department of Public Works Deputy Commissioner, Anthony Carr who has been assigned to our capital project to renovate the first floor for the last two years. Deputy Commissioner Carr gave an overall summary of the project to date and said that the Café was scheduled to be opened in late February and the vestibule (front door) should be completed in May. Mr. Carr remarked that the Café has been delayed due to numerous vendor changes. Commissioner Carr advised the Board that the exterior glass for the vestibule had a pricing error which has forced the design to be modified by the architect and the contractor before going forward. The Board discussed the impact the delays would have on the Library.

New Business

The Board reviewed the Library Board Budget FY 2018-2019 in detail. Library Director Kenney reviewed the areas of increase: salaries, benefits, electricity as well as the areas where there were savings such as having one security guard. On a MOTION by Trustee Schwarz, seconded by Trustee D'Ambrosio, the Board agreed to adopt the budget with the understanding that the benefits line in the budget could be changed by the City as the number were not yet final. (All in favor).

On a MOTION by Trustee Furth, seconded by Trustee D'Ambrosio, the Personnel Additions/Deletions from Payroll from 10/1/17-12/31/17 was approved. On a MOTION by Trustee Furth, seconded by Trustee Haynes, approval was granted in the amount of \$800 for the Administration Certificate Program for Erik Carlson.

At the request of Library Director Kenney, the Fine-Free Libraries topic was tabled until next month.

Library Director Kenney informed the Board that there was a new Patron Comment Form available throughout the Library to make it easier to encourage patrons to comment anonymously. Mr. Kenney said he was committed to responding to people and had received four to five cards already.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:15 p.m. On a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees