

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
May 9, 2018**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:04 p.m. by President Matthews-Serra. In attendance were Trustees D'Ambrosio, Furth, Matthews-Serra, Scherer and Schwarz. Also in attendance were Library Director Brian Kenney, Foundation Executive Director Nancy Rubini and Assistant Library Director Kathy Degyansky. Absent: Trustees Barrera, Haynes and Summers.

Minutes of Regular Meeting of April 11, 2018

The minutes of the regular meeting of April 11, 2018 were approved on a MOTION by Trustee D'Ambrosio, seconded by Trustee Scherer.

Budget

The City Revenue & Expenditure Budget by Department, as of April 30, 2018, was reviewed and Library Director Kenney reported the Library had nothing unusual in the budget.

Bills: 2017-2018 Budget: Claims #18, and #19

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee D'Ambrosio, seconded by Trustee Schwarz, approval was granted for payment of claim lists #18 and #19.

Reports of Library Administration

Trustee Schwarz commented favorably on the illustrations in the Youth Services report.

Trustee Reports & Business

WLS -- Trustee Furth reported on a new WLS Innovation Group recently formed to implement a small pilot planned to improve digital services for the underserved. Mount Vernon, Yonkers and White Plains libraries have been mentioned as possible sites for the pilot due to the high needs in their communities.

Friends -- Trustee Schwarz commented on the "marvelous" concert sponsored by the Friends of the Library at their April 22 annual meeting. Attendance was disappointing. Trustee Furth suggested that the Friends liaison to targeted audiences like music schools and music departments of local universities. Library Director Kenney commented that the event was promoted in the weekly newsletter which reaches 5,000 people and added that classical concerts are struggling to find an audience everywhere including Carnegie Hall.

Foundation -- Executive Director Nancy Rubini announced the date of the Library Gala as Saturday, October 20. The special guest will be author Ron Chernow. She stated that the Gala is a great community event and the goal of the Foundation is to raise more money for operating costs at this year's event. Trustee Schwarz asked whether the Foundation had checked on possible conflicts with other large community events particularly the White Plains Hospital Gala. Ms. Rubini did not expect much overlap. She stated that the Hub campaign is now complete having met 99.9% of its fundraising goal. She is working with vendors on current grant projects and is re-applying for a tenth year of funding from Allstate. Trove Time is doing great and another potential donor recently expressed interest. Executive Director Rubini reported that she attended the Nonprofit Leadership Summit on May 6 with 600 people in attendance including Trustee Schwarz. Nancy reported on a recent meeting of the Foundation's Finance Committee and the status of the Allstate, Shinnyo-en and Frog Rock Foundation grant projects.

Minutes of the May 9, 2018 meeting of the Library Board of Trustees, page 2**Ongoing Business**

Library Director Kenney acknowledged staff contributions to the success of the Capital Project specifically lauding Tim Baird for his help throughout.

He updated the Trustees on several high profile programs. The Paraguayan Independence Day Celebration on May 6 attracted 350 attendees. The Mexican Consulate this week will serve about 100 people per day. The current museum gallery exhibit, Haiti in Color, attracted a large gallery opening/reception on May 1. Mayor Roach suggested a One City, One Book program which promotes a title which everyone in White Plains (grades 6 and up) would read. This will be considered for next summer.

In the Trove, the hiring process for a new children's librarian is underway. Defects in the newly-installed Story Trove arch prompted safety concerns and was taken down. It will be replaced by the vendor.

Library Director Kenney shared a new procedure with the Board. The Opioid Overdose Prevention Program will be implemented May 23. The procedure sets forth steps to be taken by staff if a patron or staff is suspected of experiencing an overdose.

The capital project continues with installation of a security gate and alarm system for the café entrance to the lobby. The final phase of the project will be renovation of the front entrance during the summer.

Library Director Kenney stated that the architects are working on a schematic and plans for renovation of the Museum Gallery and Meeting Rooms A and B. The cost of this work is \$25,000 and will be paid for by the Foundation. A professional cost estimate will also be sought.

The Library is seeking to maximize its e-book collection by merging our 11,000 Overdrive titles and new content with WLS and other member libraries' collections. White Plains cardholders will still get preferential advantages regarding holds. We will no longer purchase new content for the Cloud Library platform. President Matthews-Serra asked about the multiple platforms. Library Director Kenney responded that most patrons use only one platform for their e-books and Overdrive's Libby app is very easy to use and further that Overdrive is the platform that supports the Kindle.

Implementation of Fine Free Youth Materials will take effect June 1. Mamaroneck is also launching this initiative. Marketing materials are being developed.

Trustee D'Ambrosio asked about our databases since she was asked by someone about Kanopy. We do have Kanopy and Library Director Kenney stated that some databases have apps; others not. He suggested that the Trustees look at the list of databases on the Library's website.

New Business

The Board considered a request of funding in the amount of \$700 for Erik Carlson to attend ALA in June. This request was approved on a MOTION by Trustee Schwarz, seconded by Trustee Furth.

Library Director Kenney explained that WLS was considering a change in vendor for the Integrated Library System which runs our catalog. He is chairing a committee to look at alternatives to the current vendor which is up for renewal. Improvements are needed and money has been spent on cleaning up the data. Still, the catalog does not typically yield helpful results from catalog searches. Library Director Kenney urged the Trustees to share examples of this with him from their own experience. Trustee Scherer mentioned that he has trouble remembering when it did work. Trustee Furth inquired whether Systems Manager John Lolis was consulted. Library Director Kenney responded that Mr. Lolis thinks that our independent catalog was far superior to the current system maintained by WLS. Mr. Kenney added that open source systems are also an option and will be considered.

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Adjournment

The Board went into executive session at 7:41p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Furth. The Board came out of executive session at 8:15 p.m. 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 Furth.

A handwritten signature in blue ink, reading "Thomas O. Scherer", written over a horizontal line.

Thomas O. Scherer
Library Board of Trustees