

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
November 14, 2018**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:03 p.m. by President Denise Matthews-Serra. In attendance were Trustees Barrera, D'Ambrosio, Furth, Haynes, Scherer, Schwarz and Summers. Also in attendance were Library Director Brian Kenney, Foundation Executive Director Nancy Rubini and Assistant Library Director Kathy Degyansky. Not present: Trustee Ricca. Invited Guest: James Kenny, Executive Director, Community Cable TV Studio.

Minutes of Regular Meeting of October 10, 2018

The minutes of the regular meeting of October 10, 2018 were approved on a MOTION by Trustee Haynes, seconded by Trustee Summers. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department, as of October 31, 2018, was reviewed and Library Director Kenney reported the Library had nothing unusual in the budget.

Bills: 2018-2019 Budget: Claims #6, #7, and #8

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Furth, seconded by D'Ambrosio, approval was granted for payment of claim lists #6, #7 and #8.

Reports of Library Administration

President Matthews-Serra asked Assistant Director Degyansky about the Backpack program and she said that it provides weekend food for about 50 participants (the limit) who signed up for the program. Feeding Westchester delivers the backpacks through the Trove and we are the first Library they have worked with. They prefer to give the food directly to the children vs. the parents.

Another board member asked about Zapier, a third party subscription service that would feed Library calendar events to the City's website and Library Director Kenney responded that the costs associated with the trial basis were minimal.

The Board congratulated Library Director Kenney on his appointment to the Board of Trustees of the Metropolitan New York Library Council (METRO) which is the largest reference and research council in the Empire State Library Network.

Trustee Reports & Business

WLS – Trustee Furth was not at the meeting.

Friends – Library Director Kenney said that the Friends didn't meet last month but will be meeting next month.

Foundation -- Executive Director Nancy Rubini stated that the annual Gala held on October 20th made almost twice as much as last year and said that people enjoyed rediscovering the Library. She thanked everyone who came to the Gala and supported the Foundation through donations.

Ongoing Business

Library Director Kenney mentioned that Librarian Cañuelas (of the Trove staff) had an accident and was in

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the hospital. Mr. Kenney has been working to staff the Trove and continue, without interruption, the many programs they provide. The Trustees wished Librarian Cañuelas a speedy recovery.

Library Director Kenney stated it was not on the agenda but he had an update on the first-floor project. He said there was a meeting today between the architect working on the Library Plaza and Rai Fernandez, our architect, regarding the plans for the Library Plaza and how they would affect the front door.

Library Director Kenney remarked that he, Jim Kenny and the architects had met today to review both the gallery project and the cable TV studio. Mr. Kenney described the bid process.

President Matthews-Serra asked Jim Kenny to introduce himself and to respond to the additional questions the Board had regarding the studio. Jim said he has been the Executive Director for the Community Cable TV studio for 13 years and has a staff of three including himself and one part-time person. He is responsible for the content for public and government channel and provides TV coverage for the city meetings at City Hall. For the public access channel they support about 30 series programs, each runs once a month and they produce about four shows a day. Jim said the purpose of the move was to raise the level of activity and visibility and have room for a studio audience while saving on rent.

Library Director Kenney addressed the concerns regarding use of the auditorium during the day and where the priorities would fall by stating that we face this issue throughout the building and use a software program to avoid conflicts with rentals or other programming. Executive Director Kenny addressed the issue of content and said that Cable TV had a standard contract regarding content. The Board requested to see the contract.

The Board would love to have more educational programs and Library Director Kenney responded that the collaboration with the Community Cable TV Studio was generating interest with the staff and that we were already involved with them for the Summer TV Camp and Global Ambassadors programs. Mr. Kenney said we could have programs taped and promoted in the newsletter and working with Jim opens up new possibilities for both the Library and Cable. Mr. Kenney said that Community Cable was supported by the City's I/T Department so there would be minimal impact to our I/T Department. On a MOTION by Trustee Schwarz, seconded by Trustee Summers, the Board approved the Capital Project that would provide offices for Cable TV staff, renovation of the auditorium to also serve as a studio, and also provide storage of equipment. All were in favor.

New Business

Library Director Kenney distributed WLS membership statistics at the last Board meeting and suggested that the Board review the document and make note of things for comment, clarification or further review. The Board had no questions regarding the document.

President Matthews-Serra noted the reminder of board reappointments for Trustees Furth, Haynes and Schwarz.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:30 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes. All were in favor.

Thomas O. Scherer, Secretary
Library Board of Trustees