

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
February 13, 2019**

Call to Order

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

President Schwarz thanked the Board for his appointment and Trustee Matthews-Serra for her two years of excellent service.

Minutes of Regular Meeting of January 9, 2019

The minutes of the regular meeting held on January 9, 2019 were approved as presented on a MOTION by Trustee Scherer, seconded by Trustee Matthews-Serra. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of January 31, 2019 were reviewed. Library Director Kenney said there was nothing of note to report.

Bills: 2018-2019 Budget: Claim #12, #13

Trustee Furth confirmed that she had reviewed claims #12 and #13 prior to the meeting. On a MOTION by Trustee Furth, seconded by Trustee Haynes, all claims were authorized for payment. All were in favor.

Reports of Library Administration

A board member asked about the Homebound Service program and Assistant Library Director Degyansky responded that Librarian Duffy was in charge and talked with homebound patrons about the books they would like to receive and volunteers delivered the books. Assistant Library Director Degyansky also stated that the Food Pantry was moved to the other side of the building due to construction. She mentioned that the AARP Tax Aide sessions were going well. Library Director Kenney remarked he met with James Kenny and John Callahan regarding the Cable TV move and there are some complications with Cable TV but the process was ongoing. Mr. Kenney asked Ms. Degyansky to comment on a medical incident and the need for a defibrillator at the Library.

Trustee Reports & Business

WLS –Trustee Matthews-Serra said she will be their representative effective in March. She distributed the WLS newsletter in which she said their goal was to have a greater presence in the libraries and to define libraries' role in the 2020 Digital Census.

Friends – Library Director Kenney said their meetings have been cancelled. He mentioned that they have more shelving in the Café to sell more books and noted that the Café has benefitted from the events in the Library.

Foundation – Executive Director Rubini reported that the auditors would be here next week. She informed the Board that the Foundation would be hosting a free event with George Guidall, an audio book reporter, on April 7th from 2-4 p.m. This event is a way to promote the Foundation and the work they do.

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Ongoing Business

Library Director Kenney said that the book Everything I Never Told You by Celeste Ng had been chosen for the NEA Big Reads and the application has been submitted.

Mr. Kenney distributed a handout with a comparison of 2017 vs. 2018 of lost items now that youth books are fine free. The Board discussed it and Library Director Kenney said he would revisit this in six months.

There were no Board Committee updates to report.

Library Director Kenney mentioned the League of Women Voters Invitation to their Civic Engagement Award Event.

New Business

Mr. Kenney thanked Bill Deierlein, Business Manager, for preparing the budget and said that we had "real" data and had until February 15th to make changes if necessary. Mr. Deierlein noted that the cleaning contract had doubled but that charge was throughout the City. A suggestion was made to clarify category 3.005 (Books) to Books & Processing since it now contained the processing charges by vendors to have the books ready out of the box. Library Director Kenney said the budget gap was about \$36,000. A board member suggested some monies be put aside for Cable TV unknowns or variables.

On a MOTION by Trustee Furth, seconded by Trustee Scherer, the budget was approved as presented. All were in favor.

On a MOTION by Trustee Barrera, seconded by Trustee Matthews-Serra, approval was granted for up to \$800 for K. Jackson's Library School Attendance (second semester). All were in favor. Library Director Kenney was asked to review the Professional Development Policy for language.

Library Director Kenney distributed a document that gave an overview on the responses received on the Patron Comment Card which were available in the Library or online. Mr. Kenney said that he had received 220 cards over the past year and overall the comments were very favorable and the patrons liked the staff and the renovations. He noted that if a patron provided a phone number or email he contacted them.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:21 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Matthews-Serra.

Yuki Haynes, Secretary
Library Board of Trustees