

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
May 8, 2019**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:02 p.m. by President Schwarz. In attendance were Trustees Barrera, Haynes, Matthews-Serra, Schwarz and Summers. A quorum was present. Absent: Trustees D'Ambrosio, Furth, Ricca and Scherer. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Executive Director Nancy Rubini and Library Director's Secretary, Sandra McDaniel.

Minutes of Regular Meeting of April 10, 2019

The minutes of the regular meeting held on April 10, 2019 were approved as corrected on a MOTION by Trustee Summers, seconded by Trustee Matthews-Serra. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of April 29, 2019 were reviewed. Library Director Kenney remarked that we were behind in buying material due to the catalog migration but would be buy more heavily in ebooks for the Trove and Edge and will include books on the summer reading list.

Bills: 2018-2019 Budget: Claim #18, #19

Trustee Schwarz reviewed claims #18 and #19 prior to the meeting and found them to be in order. On a MOTION by Trustee Haynes, seconded by Trustee Matthews-Serra, all claims were authorized for payment. All were in favor.

Reports of Library Administration

The Board viewed the administrative reports. Library Director Kenney spoke about his State of the Library FY 2020 Budget presentation given to the Common Council and summarized that we were trying to meet everyone's needs and it was a balancing act. Mr. Kenney reported on several statistics regarding customer service and noted the most positive feedback received was that circulation was up when it was down in many public libraries across the country.

Trustee Reports & Business

WLS –Trustee Matthews-Serra reported that the Malware issue was discussed and it was noted that they were understaffed and have hired staff to combat the issue. She described other initiatives being discussed and said she joined the Governance Board.

Friends – Library Director Kenney informed the Board that the Friends/ Robert Mills Memorial concert featuring Carolyn Enger was scheduled for May 19th at 2 p.m. in the auditorium.

Foundation – Executive Director Rubini distributed a document that recapped what programs they have supported this year. She planned to start an online appeal for furniture for the Trove and the Edge.

Ongoing Business

Assistant Library Director Degyansky distributed updated version of the Exhibits & Display documents and advised the Board that most of the policy was incorporated into a procedure. An application had been developed as well as there will now be a committee to vet the exhibitors. After discussion the Board requested that a sentence be added pertaining to how to join the committee and another review. Library Director Kenney stated that the other two boards needed to set up meetings.

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Library Director Kenney stated that the catalog was getting better and more enhancements were being made available. Mr. Kenney noted that there was still no acquisition module yet; he hoped to use the module at the start of the next fiscal year.

Library Director Kenney updated the Board on the first floor construction project. Mr. Kenney met with DPW Commissioner Rick Hope and was introduced to the new Deputy Commissioner Udomlug “Nok” Siriphonlai. She was aware of the deadline of June 30th for this project. Library Director Kenney said the finalized plans for the second floor renovation are forth coming.

New Business

On a MOTION by Trustee Matthews-Serra, seconded by Trustee Summers, the Board of Trustees Meeting Schedule July 2019-June 2020 was approved. All were in favor.

Library Director Kenney established a Strategic Planning Committee to formulate the 2020-2024 strategic plan and hoped to have the committee meet twice a month with a retreat in November. The members of this committee are as follows:

from the Library – Josh Carlson, Kristen Thornton-De Stafeno and Donnie Simmons;
from the Foundation – Beth Kava, Diane Tabakman;
from the Library Board – Paul Schwarz and Elaine Summers (open to all)

Mr. Kenney will send out literature over the summer.

Library Director Kenney reviewed an in house Programming 2019/2020 document that broke down where our funds were spent. Mr. Kenney noted that next year the Poetry slam, which is an ongoing program, would be funded by City funds and the Foundation would continue to support new initiatives such as Trove Time and Wellness programming.

Library Director Kenney noted that the patron comments from the Hello Brian! Cards revealed that creative writing workshops were in demand and he hoped to develop one in the future.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:54 p.m. on a MOTION by Trustee Matthews-Serra, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees