

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
October 16, 2019**

**Call to Order**

The regular meeting of the Library Board of Trustees was called to order at 7:01 p.m. by President Schwarz. In attendance were Trustees Barrera, Haynes, Scherer, Schwarz and Summers. A quorum was present. Absent: Trustees D'Ambrosio, Furth, Matthews-Serra, Ricca and Library Director Brian Kenney. Also in attendance were Assistant Library Director, Kathy Degyansky, Executive Director Nancy Rubini and Library Director's Secretary, Sandra McDaniel. Guest: Librarian Tim Baird

**Minutes of Regular Meeting of September 11, 2019**

The minutes of the regular meeting held on September 11, 2019 were approved on a MOTION by Trustee Summers, seconded by Trustee Haynes. All were in favor.

**Budget**

The City Revenue & Expenditure Budget by Department as of September 30, 2019 were reviewed.

**Bills: 2019-2020 Budget: #4, #5**

Trustee Furth reviewed claims #4 and #5, prior to the meeting and found them to be in order. On a MOTION by Trustee Haynes, seconded by Trustee Summers, all claims were authorized for payment. All were in favor.

**Reports of Library Administration**

The Board reviewed the administration reports.

**Trustee Reports & Business**

**WLS** – Trustee Matthews-Serra's report was postponed as she was not in attendance.

**Friends** – President Schwarz reviewed the Friends meeting minutes of September 11, 2019.

**Foundation** – Executive Director Rubini stated that the Foundation's 25<sup>th</sup> Anniversary Gala would be held on March 14<sup>th</sup> and best-selling author, Erik Larson would be the guest speaker. Ms. Rubini remarked that Mr. Larson has a new book being released on March 10<sup>th</sup> and the Foundation would be providing the book to all gala attendees. She informed the Board that the Foundation received a new grant from Con Ed which will be used for the Maker Camps for teens. Lastly, the Foundation will be hosting a program with Carol Fitzgerald on Sunday at 1:30 p.m. where Ms. Fitzgerald will discuss up and coming new books.

**Ongoing Business**

Tim Baird, Adult Services Librarian, discussed the status of the WLS acquisition module that would allow the Library to purchase ready to go materials. Because the module is not ready, our technical support staff has had more work to do in order to get the items shelf ready. Mr. Baird also mentioned a new feature that remembers your check out history that was added without libraries knowledge by WLS. He noted that you can now opt out so that your borrowing history is not saved.

Librarian Baird remarked that he and Library Director Kenney met with Commissioner Hope (DPW) and the front door project would be completed by the holidays.

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Librarian Baird stated that he and Library Director Kenney had a kickoff meeting for the second floor renovation project with the contractor and architects last Thursday and the projected start date was November 18<sup>th</sup>.

Assistant Library Director Degyansky said the One Book, One White Plains had 15 groups participating and other groups were ongoing through October. Ms. Degyansky said Library Director Kenney would give a more in depth status at the next meeting.

Librarian Baird reported that Library Director Kenney attended the October 7<sup>th</sup> Common Council meeting where the common council members gave their unanimous consent to the SCORE partnership with the Library. Mr. Baird noted that the final agreement was being completed and included in the agreement was that SCORE would not be the sole users of the space.

Assistant Library Director Degyansky informed the Board that the Strategic Planning Committee (Jerrick Harris, Kristen Thornton-De Stafeno, Josh Carlson, Beth Kava, Diane Tabakman, Elaine Summers and Paul Schwarz) were given homework and planned to meet in November.

Librarian Baird updated the Board on the Census 2020 Complete the Count campaign and noted there was a kickoff meeting with over 60 community members in attendance. The campaign will roll out in March and two dates have been set up for seniors from the Community Center to get information on the census.

Librarian Baird discussed the challenges of hiring with very few applicants for new positions. Mr. Baird said we advertised for a programming librarian and interviews have been set up.

Librarian Baird commented that Elizabeth Martin (architect) has narrowed down the selection of durable furniture for the Edge refresh and Library Director Kenney will share the designs of the furniture at the next meeting.

### **New Business**

On a MOTION by Trustee Haynes, seconded by Trustee Barrera, approval was granted for up to \$500 in expenses for E. Carlson to attend the ALA Midwinter Conference in Philadelphia in January 2020. All were in favor.

On a MOTION by Trustee Haynes, seconded by Trustee Summers, approval was granted for up to \$500 in expenses for C. Deschamps to attend the PLA Conference in Nashville in February 2020. All were in favor.

Assistant Library Director Degyansky distributed a draft of the Revised Patron Confidentiality Policy for the Board to review and discussed a few changes that were suggested by John Lolis, our I/T Manager. Ms. Degyansky asked that it be added to next month's agenda.

President Schwarz thanked Librarian Baird and Assistant Library Director Degyansky for filling in during Library Director Kenney's absence.

### **Adjournment**

There being no more business before the Board, the meeting was adjourned at 7:31 p.m. on a MOTION by Trustee Summers, seconded by Trustee Haynes.

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Yuki Haynes, Secretary  
Library Board of Trustees