

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
November 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, Haynes, Matthews-Serra, Scherer, Schwarz and Summers. Absent: Trustees Furth and Ricca. Also in attendance were Library Director Brian Kenney, Assistant Library Director, Kathy Degyansky, Executive Director Nancy Rubini, Dr. Debbie Hand for Dr. Ricca, and Library Director's Secretary, Sandra McDaniel. Guest: White Plains Library Foundation President, Beth Kava

Minutes of Regular Meeting of October 16, 2019

The minutes of the regular meeting held on October 16, 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 October 31, 2019 were reviewed. Trustee Scherer asked about the Local Library State Aid monies received and Library Director Kenney responded that twice a year we received monies based on statutory formulas in Education Law. Library Director Kenney also stated that fines were down since we stopped collecting them on children's and young adult materials and that he would report on this at future meeting. Library Director Kenney also discussed the non-book processing and replacement of books categories of the budget.

Bills: 2019-2020 Budget: #6

President Schwarz reviewed claim #6 prior to the meeting and found it to be in order. On a MOTION by Trustee Haynes, seconded by Trustee Summers, the claim was authorized for payment. All were in favor.

Reports of Library Administration

The Board reviewed the administration reports.

Trustee Reports & Business

WLS – Trustee Matthews-Serra reported in detail the issues surrounding VDI and other topics and said a company would be conducting an audit. She noted that some Library Directors spoke to the Board about their experiences with the new system and she found this very informative. Library Director Kenney noted that he would be speaking at the next meeting.

Friends – Library Director Kenney said he met with the Friends this morning and reviewed the upcoming changes to the building. Mr. Kenney noted that they agreed to fund a few initiatives such as Book Bunch in the Edge.

Foundation – Executive Director Rubini distributed her report and stated that the Foundation received a new grant from the Smart Family Foundation for \$25,000 towards early literacy programming and thanked Barbara and President Schwarz for the introduction. She noted that the Foundation was a beneficiary of White Plains Rotary's 100 year Gala.

Minutes of the November 13, 2019 meeting of the Library Board of Trustees, page 2**Ongoing Business**

Library Director Kenney stated that the Evergreen acquisition model was supposed to be up and running in April and we still did not have it. The WLS business model mandated that we contribute between \$110,000 and \$120,000 a year for library system (ILS) and support for computers and wireless. Since we have our own I/T staff, Library Director Kenney would like to pay for only the services we use. Other libraries would also like to do this as well and it would affect the next WLS fiscal year beginning in January 2021.

Library Director Kenney distributed the Construction Meeting Schedule for the second floor renovation and said that demo would start next week. Mr. Kenney commented that the group (DPW, contractors, and the architect) met regularly to discuss information and get updates on the project and anyone on the Board could attend.

Library Director Kenney noted that the One Book, One White Plains community reading program was finished and thanked everyone for their support. Mr. Kenney said he had over 18 book groups that he met with and six book groups were held at the Library. Dr. Hand said she had some push back from school parents on some of the content but she was able to refocus them back on the main themes of the book.

Library Director Kenney remarked he had an initial meeting with the Strategic Planning Committee and they talked broadly about the issues the Library was facing. Mr. Kenney would like to see more public relations and more mobility with the next four year plan which will begin on July 1. Library Director Kenney will send out the notes from the committee meeting as anyone can join it.

Library Director Kenney said SCORE would be moving into the Library on December 5th and open on Monday, December 9th for business. He noted there will be a press release from SCORE.

Library Director Kenney discussed the difficulties in hiring personnel and said that they had retooled the job description for a program librarian and were successful in hiring a candidate that would be coming on board the first week in January. The new program librarian will work with both staff and the public.

Library Director Kenney said the Edge furniture was six years old and worn out. He shared the designs of the new furniture with the Board. Mr. Kenney stated that the furniture would arrive in nine weeks and that the Trove would be next for updating. Library Director Kenney remarked that he planned to use state funds and donations for future capital projects.

Assistant Library Director Degyansky reviewed the highlighted changes with the Board and a board member suggested some changes to the revised Confidentiality Policy. On a MOTION by Trustee Summers, seconded by Trustee D'Ambrosio, the Confidentiality Policy was approved as amended. All were in favor.

New Business

On a MOTION by Trustee Haynes, seconded by Trustee Matthews-Serra, the Payroll Additions/Deletions from Payroll from July 1- September 30, 2019 were approved. All were in favor

Library Director Kenney mentioned that former local historian and librarian Ben Himmelfarb and city archivist Elaine Massena would be at the next meet the authors program on November 26th to discuss their book about White Plains local history. Mr. Kenney said the book was available for sale at the Friends Bookstore in the Café.

Library Director Kenney discussed the Macmillan ebook embargo in detail and the plan to suspend buying ebooks from Macmillan but to continue buying print copies. Macmillan, who is one of the most popular publishers, will withhold titles in ebook format sold to libraries in their first eight weeks of publication. A board member suggested getting state legislature involved for the denied access/equity reasons. Library Director Kenney noted that he would send out a message regarding this decision in the newsletter as well as on the website. On a MOTION by Trustee D'Ambrosio, seconded by Trustee Summers, the Board supported the Library's initiative to suspend the purchase of Macmillan ebooks. All were in favor.

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Adjournment

There being no more business before the Board, the meeting was adjourned at 8:06 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees