

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
December 11, 2019**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:00 p.m. by President Schwarz. In attendance were Trustees D'Ambrosio, Haynes, Matthews-Serra, Scherer, Schwarz and Summers. Absent: Trustees Barrera, Furth and Ricca. 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 November 13, 2019

The minutes of the regular meeting held on November 13, 2019 were approved on a MOTION by Trustee Haynes, seconded by Trustee Matthew-Serra. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of November 30, 2019 were reviewed. A board member asked about CSEA overtime and bonus monies that were available in the budget. Library Director Kenney responded that he received an overtime report every two weeks and he was holding monies in salaries due to the vacancies and bonuses were paid at year end. Library Director Kenney also noted that the monies in the Personal Computer budget line may be reduced since a shipment of PCs had been received.

Bills: 2019-2020 Budget: #7, #8

President Schwarz reviewed claim #7 and #8 prior to the meeting and found it to be in order. On a MOTION by Trustee Summers, seconded by Trustee Haynes, the claims was authorized for payment. All were in favor.

Reports of Library Administration

A board member asked about the statistics in the Media Report and Library Director Kenney explained how follows can be up and clicks down in the newsletter, Instagram, Twitter and Facebook and vice versa.

Library Director Kenney noted it was not on the agenda but discussed the StackMap Tool that would connect to the Library catalog and provide a digital map of the Library (i.e., you are here). Mr. Kenney said it was inexpensive and under consideration.

Trustee Reports & Business

WLS – Trustee Matthews-Serra reported that she did not attend the meeting. Library Director Kenney said he attended the meeting and the WLS budget was reviewed, as well as discussion, regarding the role of Mount Vernon, the Central Library. Mr. Kenney remarked that eight Library Directors took the floor and discussed the extreme technological problems they were experiencing. Library Director Kenney and Trustee Matthews-Serra will talk prior to the next meeting.

Friends – Library Director Kenney noted that 70 copies were sold of the book *White Plains in the 20th Century* co-authored by Ben Himmelfarb and Elaine Massena through the Friends Bookstore in the Café.

Foundation – Executive Director Rubini stated that the year-end appeal had gone out in digital and paper formats. She has been working on the Gala invitations and would be mailing them shortly and hoped to raise \$50,000.

Minutes of the December 11, 2019 meeting of the Library Board of Trustees, page 2**Ongoing Business**

Library Director Kenney discussed the capital projects and said the second floor renovation was going very well. Mr. Kenney remarked that the replacement of the front door has been stalled due to issues with the former contractor and until that was resolved there would be no progress. Library Director Kenney noted that, due to the snowstorm, the next construction meeting would be held on December 23rd.

Library Director Kenney attended a Capital Project Board meeting and said any upcoming projects would use state and private funds. Mr. Kenney said the mini-project in the Trove would cost about \$75,000 and we would require no funding from the City.

Library Director Kenney remarked that Altice had an agreement with the City to provide \$100,000 to enhance technology for audio and video editing and equipment (such as 3D printer for adults). Cable TV Executive Director James Kenny and Director Kenney will create a plan for the technology and space and submit it to the Board for its approval. Library Director Kenney said he had a meeting with Mr. Callahan on December 16th to discuss this.

New Business

Library Director Kenney commented that the Green Certification topic that was to be presented by Librarian Carroll would be postponed until next month. Mr. Kenney said the Green Business Partnership program forced an institution to examine all its practices so that it could reduce its impact on the environment, become certified, and recognized as one of New York State's green businesses.

President Schwarz asked for an update on the Census 2020, SCORE and the Macmillan ebook embargo.

Library Director Kenney reported that the census work was continuing with training and a communications flyer was being created for community-based organizations. Librarian Rothman was being trained to assist the people completing the census and would be able to train people locally. Librarian Perez would also assist.

Library Director Kenney said that SCORE has moved in and seemed happy in their new home.

Library Director Kenney said that there was no reaction to the ebooks embargo by Macmillan but the number of libraries signed on were significant.

Library Director Kenney discussed the new monthly Youth Services newsletter, *What's the Story?*, that would be released the last week in January. Mr. Kenney said that it would be focused on families and there would be links in it so that you can register for programs.

Library Director Kenney and the Board agreed to table the Service Animal Policy until next month as more input was needed.

Library Director Kenney stated that he had received a request for Reconsideration of Materials for the book *Girls Like Us* by Rachel Lloyd from a patron who thought it was an adult book and should not be in the Edge. Mr. Kenney reviewed the request and they agreed to keep the book in Adult nonfiction.

President Schwarz remarked that three Board members (Denise D'Ambrosio, Denise Matthews-Serra, and Tom Scherer) were continuing on the Board and their names had been submitted to the Common Council.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:00 p.m. on a MOTION by Trustee Summers, seconded by Trustee D'Ambrosio.

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A handwritten signature in blue ink that reads "Yuki Haynes". The signature is written in a cursive style and is positioned above a horizontal line.

Yuki Haynes, Secretary
Library Board of Trustees