

White Plains Public Library Board of Trustees
Minutes of Regular Meeting
January 8, 2020

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:01 p.m. by President Schwarz.

Attendees

Trustees Present: Barrera, D'Ambrosio, Haynes, Scherer, Schwarz and Summers. Trustee Apologies: Furth, Matthews-Serra and Ricca. Also Present: 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 December 11, 2019

The minutes of the regular meeting held on December 11, 2019 were approved as corrected on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of November 30, 2019 were reviewed. A board member mentioned the increased water bill and Library Director Kenney responded that the budget manager was investigating but it could be the plantings on Library Plaza or the power washing that took place earlier in the year. Trustee Scherer commented that the service contracts were ahead of the budget and Library Director Kenney said that he would look into it and get back to the Board.

Bills: 2019-2020 Budget: #9, #10, #11

President Schwarz reviewed claims #9, #10 and #11 prior to the meeting and found them 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

The Board reviewed the reports and a board member inquired about the use of faxes in the Library as well as the consulate visits. Library Director Kenney remarked that the public still used the fax machines and the consulate visits provided services such as notarized documents for adults and children in Westchester.

Trustee Reports & Business

WLS – Library Director Kenney reported that there was no meeting held.

Friends – The Board reviewed the minutes of December 18th.

Foundation – Executive Director Rubini stated that a board member agreed to fund the membership fee for the Green Business Partnership with the Library. She was also working on the year-end appeal and the Gala. Ms. Rubini noted that they had 17 new people as first time donors to the appeal.

Ongoing Business

Library Director Kenney discussed the capital projects and said the second floor renovation was moving along but the auditorium was challenging and an additional \$17-20K would be needed to demolish the stage, which was made from concrete. The existing stage was not ADA compliant.

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Library Director Kenney distributed a document regarding the Altice Innovation Lab at the Library and discussed what would be needed to pursue their grant. Mr. Kenney said he had been revisiting the space for the lab with the architect and would get Board approval on the plans and renderings once they had been finalized. Library Director Kenney noted that this space would be for public use in media editing, 3-D printing, and more.

The Board reviewed the Service Animals Policy and on a MOTION from Trustee Haynes, seconded by Trustee D'Ambrosio, the policy was approved. All were in favor.

Library Director Kenney discussed the progress on the strategic plan and noted in the past a retreat had taken place at a cost of \$10K. Mr. Kenney noted that the Strategic Planning Committee felt there were three issues: 1) programming and learning (birth to death), 2) opportunities to be outside the building (at events) 3) diversity and inclusion – collections, programs, staffing/leadership. Library Director Kenney asked the Board for feedback on how to accomplish bringing groups together to discuss this.

New Business

On a MOTION from Trustee Haynes, seconded by Trustee Barrera, Personnel Additions/Deletions from Payroll: 10/1-12/31/19 were approved. All were in favor.

Library Director Kenney commented that Kathlyn Carroll was unavailable to speak about the Green Certification process but would present this topic at another meeting in the next few months.

Library Director Kenney remarked that the re-appointments for Board members (Denise D'Ambrosio, Denise Matthews-Serra, and Tom Scherer) would be on the Common Council's February agenda.

President Schwarz remarked that the introduction of the SCORE facilitators in the newsletter was great. Assistant Library Director Degyansky said that there was a lot of foot traffic so people are taking advantage of the SCORE service.

President Schwarz appointed Trustees Scherer and Summers to the Nominating Committee and asked them to present a slate of officers at next month's Annual Meeting.

Trustee D'Ambrosio advised the Board that she would be unable to attend the Annual Meeting as she had a conflict.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:58 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

Yuki Haynes, Secretary
Library Board of Trustees