

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
August 12, 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 via Zoom.

**Attendees**

Trustees Present: Barrera, Haynes, Matthews-Serra, Scherer, Schwarz and Summers. Trustee Apologies: D'Ambrosio, Furth and Ricca. Also Present: Library Director Brian Kenney, Foundation Executive Director Nancy Rubini, and Library Director's Secretary, Sandra McDaniel. Guests: George Latimer (County Executive), Tim Baird (Head of Adult Services), Joshua Carlson (Head of Youth Services), Bill Deierlein (Business Manager) Observers: Beth Kava, Diane Tabakman, Akeyla Todd and Miriam Turkel

County Executive, George Latimer joined the call and gave his remarks on the state of Westchester County with regard to the low corona virus infection rate, school openings and the importance of the Library to the community. President Schwarz thanked Mr. Latimer for joining the call and all he has done for the County.

**Minutes of Regular Meeting of July 8, 2020**

The minutes of the regular meeting held on July 8, 2020 were adopted on a MOTION by Trustee Summers, seconded by Trustee Haynes. All were in favor.

**Budget**

The City Revenue & Expenditure Final FY19/20 Budget by Department was reviewed and the Board had no issues.

**Bills: 2019-2020 Budget: Claims #17**

President Schwarz confirmed that he had reviewed claim #17 prior to the meeting and found it to be in order. On a MOTION by Trustee Haynes, seconded by Trustee Summers, approval was granted for payment of claim #17. All were in favor.

**Reports of Library Administration**

The Board reviewed the written reports.

**Trustee Reports & Business**

**WLS** – Trustee Matthews-Serra remarked that they had a couple of meetings – one where the audit was reviewed and one where the auditors presented the audit findings which were very enlightening. Ms. Matthews-Serra said that there was a lot that had to be done. Trustee Matthews-Serra described equipment issues and the possibility that services may be broken up and additional fees may be incurred.

**Friends** – Library Director Kenney reported that he was planning a Zoom meeting with them in a couple of weeks. Mr. Kenney noted that we were not ready to have an operating Bookstore or to accept any gift donations.

**Foundation** – Executive Director Rubini informed the Board that Janet Bailey was their new Treasurer and that the budget had been approved. Ms. Rubini talked about hosting the Ibram X. Kendi Author Visit on October 28<sup>th</sup> and the support she had received from the community with regard to sponsorships to cover the author's fee.

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### **Ongoing Business**

Library Director Kenney said the renovation would be finished this month and he had already done a walkthrough. Library Director Kenney commented that the Cable TV studio looked very professional and Jim Kenny (Exec Dir, Cable TV) was in the building. Mr. Kenney hoped to have a 90 second ribbon cutting ceremony video.

Library Director Kenney stated that the building had reopened on July 28<sup>th</sup> and we received many positive comments from the public with very few complaints. Mr. Kenney commented that the morning we opened we had about 14 people show up who all applauded when the doors opened. Since then we have never had more than 15 visitors at a time and the average visit was approximately 15 minutes. Library Director Kenney said he spoke with the Everyday Café management and they would like to return and we have begun discussions about that happening.

Library Director Kenney suggested to the Board that we revisit the hours after Labor Day. He recommended opening Monday-Thursday 10am-7pm and Friday-Saturday, 10am-5pm (was 1-5 pm). This would put us at opening at 50 hours a week, five short of the 55 that is the minimum standards of the State. On a MOTION by Trustee Haynes, seconded by Trustee Matthews-Serra, the new schedule of hours was approved. All were in favor. Mr. Kenney remarked that curbside was no longer available but materials on hold would be located in the vestibule and already checked out as an accommodation to the patrons who did not want to enter the building or interact with staff.

Library Director Kenney commented that he had spoken with SCORE and they were doing everything virtually but would like to return to the Library. Mr. Kenney said he would discuss with SCORE ways in which they can return while following the Library's Reopening Plan.

### **New Business**

Joshua Carlson, Head of Youth Services, discussed the state of Youth Services and noted that they had built up their website presence with blogs and increased their ebook collection. Mr. Carlson noted that the virtual board programs and middle grade STEAM camps were very successful whereas the programs that used to be in person programs (i.e. Storytime) were not successful virtually. Josh said Youth Services was looking forward to the Kendi program and would be scheduling teen book discussion programs throughout the month of October and another group with middle graders and their parents. Josh noted that the Trove re-opening had gone very well with about 120 visits to date. Mr. Carlson has reached out to the school districts to incorporate virtual programming for students.

Tim Baird, Head of Adult Services, discussed the state of Adult Services and commented that a lot of money had been put into e-resources. Mr. Baird noted that we have had record breaking ebook checkouts in June (8,000) and July (9,000) on Overdrive /Libby. Tim said that Hoopla e-audiobooks was up 10% from June to July. Mr. Baird remarked that we offered a lot of streaming services such as: Acorn TV (British TV), Indieflix (independent movies), Qello (concerts) and medici.tv (classical music, documentaries and concerts) which patrons seemed to love. Librarian Baird said we also have an in person reference librarian at the Hub desk. Mr. Baird has noticed a hesitancy with the public in returning to the Library but patrons who did come in were impressed. Tim noted that the community seemed to be accepting that we were unable to provide computer services, seating and faxing, due to social distancing but were looking forward to the services being returned. Mr. Baird said the HotSpots would be available beginning in September.

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**Adjournment**

There being no more business before the Board, the meeting was adjourned at 8:10 p.m. on a MOTION by Trustee Summers, seconded by Trustee Haynes. All were in favor.

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Yuki Haynes, Secretary  
Library Board of Trustees