

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
September 9, 2020**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:03 p.m. by President Schwarz via Zoom.

Attendees

Trustees Present: Barrera, D'Ambrosio, Furth, Haynes, Matthews-Serra, Scherer, Schwarz and Summers.
Trustee Apologies: Ricca. Also Present: Library Director Brian Kenney, Foundation Executive Director Nancy Rubini, and Library Director's Secretary, Sandra McDaniel. Guests: John Lolis, Head of I/T.
Observers: Beth Kava, Diane Tabakman

Minutes of Regular Meeting of August 12, 2020

The minutes of the regular meeting held on August 12, 2020 were adopted on a MOTION by Trustee Haynes, seconded by Trustee Scherer. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of September 30, 2020 was reviewed. Trustee Scherer discussed his observations with regard to collection management, electricity, security guard services and online subscriptions. Library Director Kenney responded that we were running the air systems all the time as it improves the air quality, we have two security guards at all times in the Library, and our online subscriptions were up due to the fact that we have continued to invest in new digital content. Mr. Kenney noted that we have many programs being presented by staff and we have also brought in presenters from time to time.

Bills: 2020-2021 Budget: Claim #1

Trustee Furth confirmed that she had reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Furth, seconded by Trustee Haynes, payment of claim #1 was approved. All were in favor.

Reports of Library Administration

The Board reviewed the written reports and had no comments.

Trustee Reports & Business

WLS – Trustee Matthews-Serra commented that WLS had not met yet for September. She noted that committees were being formed to change policies and review the audit.

Friends – Library Director Kenney remarked that he had an online meeting last month with the Friends.

Foundation – Executive Director Rubini reported that the Foundation was funding all children's programming as well as 20 new hotspots, in addition, to funding the wellness programs and supporting Once City, One Book White Plains around the Kendi Author Visit on October 28th. She thanked the sponsors for making this a community event. President Schwarz thank the Foundation for all their support.

Minutes of the September 9, 2020 meeting of the Library Board of Trustees, page 2**Ongoing Business**

Library Director Kenney said that there was one more walkthrough scheduled for the Cable Studio space and then it would be completed. Mr. Kenney noted that having the space serve as an auditorium as well as a studio seemed to be working out well for everyone. Library Director Kenney invited the Board for a one-on-one tour.

Library Director Kenney commented that one family at a time in the Trove was working out well. He noted that Hotspot service was back in circulation. Mr. Kenney said that in the next month we would planning to introduce public computing. If all continued to go well with Westchester's infection rate, Library Director Kenney said we would start to look at opening up some of our space which would be in sync with many other Westchester libraries.

Library Director Kenney stated that there was a change in the quarantine level of books and it has been expanded from 72 to 96 hours. Mr. Kenney noted that no fines were being charged on items up until September 1, but patrons were upset that returned items (quarantined) were still on their record accruing fines. Library Director Kenney recommended that we stop collecting fines while we remain in a pandemic. All agreed.

Library Director Kenney remarked that Joshua Carlson had a meeting with the school district today and they would like every child in White Plains to get a library card. Mr. Kenney said that we have been doing this for first and second graders but did not have the data for other grades. Library Director Kenney noted that the school district was struggling with musical activities for kids and would like the kids to have access to Qello and Medici.tv streaming services. Mr. Kenney would like to give them amnesty on fines.

Library Director Kenney informed the Board he would send a signed letter along with 13 other Library Directors requesting a need for a WLS service level agreement for I/T. Mr. Kenney sited several instances where there were problems. Library Director Kenney said the past agreement was very restrictive, very problematic, there were no metrics for measuring services and there was an ongoing lack of trust with many member libraries.

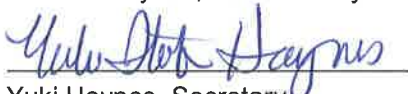
New Business

Library Director Kenney informed the Board that the Westchester County Board of Elections would like to use the Museum Gallery as a polling site for the November 3rd election. Mr. Kenney noted that two districts, approximately 200-300 people, would use the second floor from 5-9 p.m. On a MOTION by Trustee Furth, seconded by Trustee Scherer, the Board of Elections was allowed to utilize the Museum Gallery as a polling site. All were in favor.

John Lolis, Head of Information Technology, described in a very detailed report the various issues the Library has faced with WLS. Mr. Lolis said that we have lost connectivity, access to our databases and self-check equipment for several days, which had resulted in a decrease in our website usage. Mr. Lolis remarked that many of the issues were due to a lack of communication. Trustee Matthews-Serra, who is also a member of the WLS Board, agreed to take Mr. Lolis' issues and report them to the members of the WLS Board.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8:05 p.m. on a MOTION by Trustee Haynes, seconded by Trustee Barrera. All were in favor.



Yuki Haynes, Secretary
Library Board of Trustees