

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
June 9, 2021**

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, Haynes, Matthews-Serra, Schwarz and Summers. Trustee Apologies: Furth, Ricca and Scherer. Also Present: Library Director Brian Kenney, Assistant Library Director, Kathy Degyansky, Foundation Executive Director Nancy Rubini, and Department Secretary, Sandra McDaniel. Guest: John Lolis, I/T Manager

Minutes of Regular Meeting of May 12, 2021

The minutes of the regular meeting held on May 12, 2021 were approved on a MOTION by Trustee Haynes, seconded by Trustee Barrera. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of May 31, 2021 was reviewed. Library Director Kenney noted that the City had been very conservative about expenditures based on their revenues, but we had been able to spend out our book budget.

Bills: 2020-2021 Budget: Claim #10

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Haynes, seconded by Trustee Matthews-Serra, claim #10 was authorized for payment. All were in favor.

Reports of Library Administration

The Board reviewed the reports. A board member inquired if there had been any discernable difference in WLS service (Evergreen, etc.) from last year vs. this year. John Lolis (/T Manager) acknowledged that there have been improvements and the help desk has been more responsive.

Trustee Reports & Business

WLS – Trustee Matthews-Serra informed the Board that the audit was completed and everything was fine. The service level agreement and I/T billing structure was voted on. There was an issue with the pricing as there was going to be a significant increase of up to 11.5% in costs depending on which billing option was chosen. Ms. Serra said some member libraries would be impacted because they were unaware of the cost increase as well as the timing of the WLS billing schedule.

Friends – Library Director Kenney noted that the Friends did not have a meeting scheduled.

Foundation – Executive Director Rubini commented that the Foundation funded the circulating Laptop and Hotspots program as well as the new wifi extension which extended the wifi coverage range on the Library plaza. Ms. Rubini said that a spring appeal was underway and their goal was to provide staff with funds for programming.

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Library Director Kenney reviewed the current status of the building reopening and said that attendance was pretty good, but our services were still limited. Mr. Kenney said that we were one of the libraries in the County that did not limit the amount of time you spent in the Library.

Library Director Kenney thanked the Foundation for funding the Circulating Laptops and Hotspots program. Mr. Kenney said next week we were experimenting with remote access (I/T help) with computers and planned to have five computers available for the public. Based on those results, we would be able to initiate more public computing and patrons could even request assistance (remote access) from I/T for the borrowed laptops.

Library Director Kenney said we were in Phase III of the reopening plan which included integrating copying, faxing and printing, and introducing limited seating. Mr. Kenney mentioned about 12 WLS libraries offered seating now. A board member asked about opening up the meeting rooms and Library Director Kenney responded that we have two rooms available: one for SCORE and one for another person to use for extended purposes (i.e. filling out a job application). Mr. Kenney remarked that only one SCORE mentor wanted to come back to the building so they were not back yet.

Library Director Kenney stated there would be no public programs yet, but he would revisit this topic in September.

Library Director Kenney planned to reopen the Edge and restart teen services from 3-7 p.m. over the course of the summer, and the Trove would also be providing outdoor programming on the grass on the Library Plaza.

Mr. Kenney informed the Board that the Library does not ask for proof of vaccinations.

Library Director Kenney stated that he met with the Planning Department last night and discussed the strategic plan. Mr. Kenney commented that the next steps for the library staff (five people) were to draw up three or four initiatives and bring them forward to the entire strategic planning team and then present them to the Board for approval.

President Schwarz requested that the vote on the audio/video recording policy disclaimer be tabled for another month. Assistant Library Director Degyansky requested that any issues with the policy be passed onto her.

New Business

The Board reviewed the WLS Free Direct Access Plan for approval. Library Director Kenney said the plan allowed member libraries to borrow each other's materials. Mr. Kenney observed that the only change in the plan permitted libraries to give preference to residents and organizations in their taxing district the use of their meeting rooms. On a MOTION by Trustee Barrera, seconded by Trustee Haynes, the WLS Free Direct Access Plan was approved. All were in favor.

Library Director Kenney requested that the Board go into Executive Session. The Board went into Executive Session at 7:47 p.m. and came out at 8:00 p.m.

Adjournment

There being no more business before the Board, the meeting was adjourned at 8.00 p.m. on a MOTION by Trustee Barrera, seconded by Trustee Summers.

Yuki Haynes, Secretary
Library Board of Trustees