

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
May 12, 2021**

**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, D'Ambrosio, Haynes, Matthews-Serra, Scherer, Schwarz and Summers. Trustee Apologies: Furth and Ricca. Also Present: Library Director Brian Kenney, Assistant Library Director, Kathy Degyansky, Foundation Executive Director Nancy Rubini, and Department Secretary, Sandra McDaniel. Observers: B. Kava, D. Tabakman

**Minutes of Regular Meeting of April 14, 2021**

The minutes of the regular meeting held on April 14, 2021 were approved on a MOTION by Trustee Summers, seconded by Trustee Scherer. All were in favor.

**Budget**

The City Revenue & Expenditure Budget by Department as of April 30, 2021 was reviewed.

**Bills: 2020-2021 Budget: Claim #9**

President Schwarz reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Matthews-Serra, seconded by Trustee Barrera, Claim #9 was authorized for payment. All were in favor.

**Reports of Library Administration**

A board member asked about the \$9200 for electrical work mentioned in the Library Systems report and Library Director Kenney responded that that amount would be covered by the Altice Grant but he has not received grant approval yet. A board member inquired about the Arts Alive grant program described in the Assistant Library Director's report and Assistant Library Director Degyansky reported that she reviewed the plans for the outdoor dance program with Recreation and Parks and agreed to shelve it to be consistent with their social distancing guidelines. Library Director Kenney commented that we have several upcoming Library Plaza events: WPHS Teen Songwriters Club in June, StoryTimes on the grass area hosted by the Trove Librarians, and a Jazz Concert in September outside the café.

**Trustee Reports & Business**

**WLS** – Trustee Matthews-Serra reported that general business was discussed as well as the audit was continuing. Ms. Matthews-Serra noted that the financial model was talked about specifically the separate billings of items available to member libraries.

**Friends** – Library Director Kenney noted that the Friends met last week and there was nothing to report. Mr. Kenney commented that Lee Palmer and one volunteer were now in the building sorting books as they plan to open their Bookstore to the public on July 6<sup>th</sup>.

**Foundation** – Executive Director Rubini reported that an audit was underway and they were in the process of bringing on new board members and planning for grants. Ms. Rubini commented that the James McBride event went well with over 200 people in attendance and the video of the event was on the Library's YouTube Page.

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Library Director Kenney shared the Library's Reopening Policy and summarized that there would be no seating, just browsing and lending and public computing was on hold. Mr. Kenney also stated we were allowed to be at 50% capacity and we now have 150-200 people a day. Library Director Kenney said we currently admit one family at a time in the Trove but would be expanding to three families at a time beginning May 24<sup>th</sup>.

Library Director Kenney informed the Board that there would be no quarantining of materials anymore from other places; but, our items from the book drop were quarantined for 24 hours so people will receive their materials much faster.

Library Director Kenney remarked we would be adding copying and printing services next week and we had also hired security. Mr. Kenney said that public computing would be back in a limited way by June 1 and Zoom programming would continue through 2021. Library Director Kenney stated that he would be experimenting with seating for the public that incorporated social distancing and would look at, in the fall, in-person events.

Trustee Matthew-Serra asked about the cost of the Zoho Assist training session for staff mentioned in the Library Systems Report and Library Director Kenney responded that we were paying for the remote access training but it was not a high cost item.

Library Director Kenney stated that as of July 1<sup>st</sup>, we would be returning to 60 hours a week and there would be no more working home unless it was at the manager's discretion. Mr. Kenney said more staff was needed in the building and the public study rooms, that now housed staff, would be returned to public use over the course of the summer.

Library Director Kenney said he would update the re-opening policy which was online.

Library Director Kenney stated that the next strategic plan meeting would be on May 20<sup>th</sup> with the Planning Department to discuss White Plains now, White Plains in the future, and how we should be responding to these changes. Mr. Kenney hoped to come up with five or six goals.

On a MOTION by Trustee Haynes, seconded by Trustee Summers, the Revised Exhibits and Displays Policy was adopted. All were in favor.

Library Director Kenney noted that there would be an art show the last week in May in the Museum Gallery.

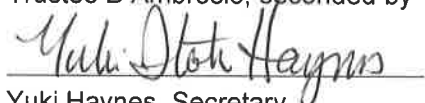
**New Business**

The Board reviewed the Audio/Video Recording Disclaimer Policy which Assistant Library Director Degyansky said was being updated to include virtual platforms. President Schwarz asked that the topic be tabled until next month.

President Schwarz encouraged anyone interested in becoming President next year to contact him.

**Adjournment**

There being no more business before the Board, the meeting was adjourned at 7:54 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Summers.



Yuki Haynes, Secretary  
Library Board of Trustees