

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
December 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 and noted that, once again, the building was closed to the public.

Attendees

Trustees Present: Barrera, D'Ambrosio, Furth, Haynes, Matthews-Serra, Scherer, Schwarz and Summers. Trustee Apologies: Ricca. Also Present: Library Director Brian Kenney, Assistant Library Director Degyansky, Foundation Executive Director Nancy Rubini, and Library Director's Secretary, Sandra McDaniel. Guest: Bill Deierlein, Business Manager Observers: Beth Kava, Diane Tabakman

Minutes of Regular Meeting of November 18, 2020

The minutes of the regular meeting held on November 18, 2020 were approved on a MOTION by Trustee Haynes, seconded by Trustee Summers. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of November 30, 2020 was reviewed.

Bills: 2020-2021 Budget: Claim #4

President Schwarz confirmed that he had reviewed the bills prior to the meeting and they were in order. On a MOTION by Trustee Matthews-Serra, seconded by Trustee Summers, payment of claim #4 was approved. All were in favor.

Reports of Library Administration

Assistant Library Director Degyansky discussed the November 12th meeting she had with several City agencies and the Mayor's Office regarding programming for the rest of 2020 and new initiatives for 2021.

Library Director Kenney informed the Board that patrons liked Grab & Go, a service where you picked up your books in the vestibule.

A board member inquired about the City's credit card migration discussed in the Library Systems report. Business Manager Deierlein responded that he had forwarded the findings in the report to the Finance Department for resolution as this migration would not be cost effective for the Library,

Trustee Reports & Business

WLS – Trustee Matthews-Serra reported that the bulk of the meeting was spent on voting on the upcoming budget and she noted that there was not enough time given to review the budget. Ms. Matthews-Serra said that she volunteered for the strategic plan team and a meeting would be held in January.

Friends – Library Director Kenney said that the Friends met via Zoom and they wanted to come back to the building but he advised against it.

Foundation – Executive Director Rubini remarked that the annual appeal was underway via print and digital copy and that she was trying to plan Zoom events for early next year.

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Ongoing Business

Library Director Kenney mentioned that a COVID testing directory was published on our website for testing sites in the immediate vicinity of White Plains. Mr. Kenney said the directory has generated a lot of interest.

Library Director Kenney commented that the Circulating Laptop Pilot has been put on hold since the building has been closed.

Library Director Kenney remarked that he met with John Lolis and Jim Kenny regarding the Altice grant and he would present their ideas on how the funds could be used at the next meeting. Mr. Kenney said no construction work would be involved.

Library Director Kenney remarked that he was really impressed with the One Book, One White Plains book group discussions of Ibram Kendi's *Stamped* being led by the Library and the White Plains schools.

Library Director Kenney commented on Library Services and COVID-19 and said six libraries were still open in the County while a few had shutdown due to staff illness. Mr. Kenney discussed the WLS document, NYS Cluster Action Initiative Guidelines (November 2020), and said it would be unlikely there would be a complete shutdown unless we became a red zone (cluster). Library Director Kenney noted that he planned to maintain the level of service we currently have unless there was a significant drop in cases throughout the County and our peer libraries began to open up.

Library Director Kenney said that a Library Strategic Plan Steering Committee of 12 had been formed that included Foundation and Library Board members as well as some residents.

New Business

Library Director Kenney discussed the Library budget process and said that City revenues were down 40% so we anticipate significant decreases to our budgets. Mr. Kenney said that the budget would be distributed after our January Board Meeting and would need to be submitted by February 1. Library Director Kenney recommended having a special meeting focused on the budget where he would discuss scenarios, if necessary, related to a decrease in funding. The Board agreed to a Budget Review Meeting on January 27th at 7 p.m.

President Schwarz appointed a Nominating Committee consisting of Trustees Scherer and Barrera and asked them to report on a slate of Officers at the January meeting in preparation for a vote at the February annual meeting.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:53 p.m. on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes. All were in favor.



Yuki Haynes, Secretary
Library Board of Trustees