

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
December 8, 2021**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:02 p.m. by President Schwarz via Zoom.

Attendees

Trustees Present: Barrera, Furth, Haynes, Higgs, Matthews-Serra, Schwarz and Summers. Trustee Apologies: D'Ambrosio and Ricca. Also Present: Library Director, Brian Kenney, Assistant Library Director, Kathy Degyansky, Foundation Executive Director Nancy Rubini, and Department Secretary, Sandra McDaniel. Library Staff: Kathlyn Carroll Observers: Beth Kava, Diane Tabakman and Miriam Turkel

Minutes of Regular Meeting of November 10, 2021

The minutes of the regular meeting held on November 10, 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 November 30, 2021 was reviewed.

Bills: 2021-2022 Budget: Claim #4

President Schwarz confirmed he had reviewed the bills prior to the meeting and found them to be in order. Trustee Schwarz encouraged the Board to rotate the review of the bills and Trustee Higgs agreed to review next month's bills. On a MOTION by Trustee Higgs, seconded by Trustee Haynes, Claim #4 was authorized for payment. All were in favor.

Reports of Library Administration

The Board reviewed the reports of administration. Assistant Director Degyansky was asked about the FCC Emergency Connectivity Fund mentioned in her report and she responded that the FCC had requested additional information. Ms. Degyansky said we asked for approximately \$18K for laptops/chromebooks to be used at home for programs like the summer STEAM but have not yet been approved.

Library Director Kenney commended the staff on the Library's programming during these less than ideal circumstances and noted that five committees had already been set up around the strategic plan initiatives. A board member commented that the Library has a very talented and motivated staff.

Trustee Reports & Business

WLS – Trustee Matthews-Serra said they were working on a digital equity initiatives. Ms. Matthews-Serra said they added a trustee to the Board, discussed the census, the Central Library's financial investigation as well as voted on the budget at their last meeting of the year.

Friends – Library Director Kenney said the Friends did not meet this month but would be meeting next month.

Foundation – Executive Director Rubini remarked that they were in the middle of the year end appeal and that the appeal letter should be received by the end of next week. Ms. Rubini noted that they had already received gifts. Director Rubini reminded the Board that the virtual author visit with Mark Oppenheimer would be held at 7 p.m. on December 16th. He will be interviewed by Mayor Roach on his new book, *Squirrel Hill: The Tree of Life Synagogue Shooting and the Soul of a Neighborhood*. She noted that 80 people had already signed up.

Minutes of the December 8, 2021 meeting of the Library Board of Trustees, page 2

Ongoing Business

Library Director Kenney said that no U.S. library has required proof of vaccination for in-person Library programs with the exception of the Hawaii Public Library. If we were to pursue requiring vaccinations, we would need to have it reviewed by the City's Law Department.

Library Director Kenney discussed the status of Library programs and said they would not be rolling out any in-person programs in January as planned due to the rise in the infection rate within the County. Mr. Kenney noted that the senior programming would be expanded to six days a week in the Library until early February as the reconstruction of the Community Center would take longer than anticipated.

Library Director Kenney noted that we had increased the access to technology by providing four more computers in the Hub and guest pass access had been restored.

New Business

Library Director Kenney commented that the AARP Tax Prep Service has been very popular in the past. Mr. Kenney said they had a different model this year and would let us know in January if they would return to the Library. Assistant Director Degyansky explained the new process that included making appointments directly with AARP to receive the documents at the Library and then AARP would handle the preparation of the taxes offsite. Ms. Degyansky said they patron would then make an appointment with AARP to sign the documents. She also noted that the Café would be used for this about two days a week.

President Schwarz commented on the Blood Drive sponsored by the White Plains Rotary Club and the White Plains Bar Association held in the auditorium and museum gallery on November 30. Assistant Director Degyansky said they had 41 donors (by appointment) which was estimated to save 90 lives.

A board member inquired as to whether the Consulate visits (Mexican and Peruvian) would take place next year and Library Director Kenney responded he would look into it.

On a MOTION by Trustee Summers, seconded by Trustee Haynes, the Board approved the White Plains Public Library Environmental Policy. All were in favor.

Library Director Kenney asked that the Revised Code of Conduct topic be tabled for now as it was being reviewed internally.

Library Director Kenney spoke about a new capital project (lighting for Tier 1 and 2) in the main lobby. Mr. Kenney would apply for and hoped to receive funding from the New York State Construction Act. Library Director Kenney said the lighting needed to be replaced as it has caught fire in the past and does not support LED lights. Mr. Kenney was also working on putting together three portfolio projects – one of which would be the Trove which has not been renovated in 15 years.

A board member asked about the status on the elevators in the building and Library Director Kenney stated that the elevators were the responsibility of the City Garage.

Adjournment

There being no more business before the Board, the meeting was adjourned at 7:44 p.m. on a MOTION by Trustee Furth, seconded by Trustee Summers.

Yuki Haynes, Secretary
Library Board of Trustees