

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
April 13, 2022**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:04 p.m. by President Summers via Zoom.

Attendees

Trustees Present: Barrera, D'Ambrosio, Furth, Higgs, Schwarz, Summers and Tabakman. Trustees Absent: Matthews-Serra and Ricca, Also Present: Library Director, Brian Kenney, Foundation Executive Director Nancy Rubini, and Department Secretary, Sandra McDaniel

President Summers appointed Trustee Barrera as Pro Tem Secretary for this meeting.

Minutes of Regular Meeting of March 9, 2022

The minutes of the regular meeting held on March 9, 2022 were approved on a MOTION by Trustee Barrera, seconded by Trustee Furth. All were in favor.

Budget

The City Revenue & Expenditure Budget by Department as of March 31, 2022 was reviewed. A board member remarked that there was heavy spending in books and Library Director Kenney said that we were buying books for spring and summer reading and the goal was to spend down a month prior to the end of the fiscal year. Mr. Kenney noted that the 2022-23 budget was nearly finalized and it looked as if there would be an additional \$20K which would be used as follows: \$15K for programming and \$5K for technology. Mr. Kenney commented there would be a meeting to decide on the programs to be funded by this money.

Bills: 2021-2022 Budget: Claim #8

Trustee Furth reviewed the bills prior to the meeting and found them to be in order. On a MOTION by Trustee Furth, seconded by Trustee D'Ambrosio, Claim #8 was authorized for payment. All were in favor.

Reports of Library Administration

Library Director Kenney informed the Board starting next month guest staff would be joining the meetings to speak about their departments. Mr. Kenney said Librarian Deschamps would join the next meeting to update us on the collection prior to retiring in May. Mr. Kenney stated that Librarian Lichtenthal, who is currently a children's librarian, would take over Ms. Deschamps' work in the interim. Mr. Kenney noted that the Peruvian consulate would be back in the Library to renew passports by appointment only. Mr. Kenney reported that the Digital Media Specialist Olney held tech sessions for Grandpas United which were usually sold out.

Minutes of the April 13, 2022 meeting of the Library Board of Trustees, page 2**Trustee Reports & Business**

WLS – Trustee Matthews-Serra was not in attendance. Library Director Kenney mentioned the WLS Board Meeting Materials of March 29th document that he forwarded to the Board and said there had been no update about the Central Library.

Friends – Library Director Kenney remarked the Friends had a meeting earlier in the month and planned to have a meeting in another month.

Foundation – Executive Director Rubini reported that virtual author visit with Frank Bruni on April 5th had over 250 registered for the event. Director Rubini said the event was recorded and on the Library's YouTube page. Director Rubini said she had some concerns regarding attendance at the Spring Fundraiser to be held on May 1st at Kol Ami Congregation but expected to see an increase in attendance within the next two weeks.

Ongoing Business

Library Director Kenney provided an update on the Optimum Technology Room and said once the special screen installation was finished there would be some type of event in May.

Library Director Kenney said that the first initiative of the strategic plan was to have a training class on diversity and inclusion. Mr. Kenney said an internal committee had reviewed proposals from consultants and felt that WENEED2TALK Equity Plan was the best as they had experience with both schools and libraries and were reasonably priced. Mr. Kenney would ask the Foundation to fund this initiative. A board member asked what the result of the training would be and Mr. Kenney responded that the company would take them through the module and train and coach our staff. Mr. Kenney also said our staff would have the information and knowledge to be more comfortable and in discussing this topic when training new employees.

Library Director Kenney noted that the Café would be reopening the first week in May.

Library Director Kenney commented about he was experimenting with holding Library programs this month inside and next month inside and outside. A board member inquired as to what type of programming was being held inside and Mr. Kenney said the inside programming was geared towards adults.

Library Director Kenney explained the Challenging Patrons Situation Training developed by Assistant Library Director Degyansky where six sessions were held for about 65 full and part-time staff members. Mr. Kenney commented that they had talked to the White Plains Police Department and they offered their advice on how to diffuse situations. Mr. Kenney noted that this training class will be held on a quarterly basis as the staff felt it was helpful to review prior incidents and discuss them. Mr. Kenney remarked that a revised Code of Conduct would be coming this year.

New Business

Library Director Kenney discussed the Rotary Club of White Plains who had donated over \$20K for the naming of a room and their proposed meetings at the Library. Mr. Kenney said that The Rotary Room was too small for their regular meetings and they were looking at pricing for the auditorium, but nothing had been finalized yet.

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Library Director Kenney reported on the New York State Annual Report for 2021 and said that some data was from WLS which was shared and some data was from the department heads. Mr. Kenney hoped to have included in next year's report the previous year's data as well. On a MOTION by Trustee D'Ambrosio, seconded by Trustee Schwarz, the New York State Annual Report for 2021 was adopted. All were in favor.

On a MOTION by Trustee Furth, seconded by Trustee Higgs, the Personnel Additions and Deletions from Payroll Report from January 1-March 31, 2022 was accepted. All were in favor.

A board member asked about the Museum Gallery and Library Director Kenney said that he and Assistant Library Director Degyansky were making decisions about the space. Mr. Kenney remarked that we were booked solidly through the fall and have quite a number of requests. Mr. Kenney will have Ms. Degyansky discuss the schedule at the next 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 Barrera.

Luz Barrera, Pro-Tem Secretary
Library Board of Trustees