

**White Plains Public Library Board of Trustees  
Minutes of Regular Meeting  
March 11, 2015**

**Call to Order**

The regular meeting of the Library Board of Trustees was called to order at 7:06 p.m. by President Tim James. In attendance were Trustees Barrera, D'Ambrosio, Haynes, James and Scherer. Also in attendance were Library Director Brian Kenney, Foundation Executive Director, Libby Hollahan, Assistant Library Director, Kathy Degyansky and Library Director's Secretary, Sandra McDaniel. Absent with notice were Trustees Connors, Furth and Schwarz. Absent without notice was Trustee Matthews-Serra.

**Minutes of Annual Meeting of February 4, 2015**

The minutes of the annual meeting of February 4, 2015 were approved as submitted on a MOTION by Trustee D'Ambrosio, seconded by Trustee Haynes.

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**Budget**

The City Revenue & Expenditure Budget by Department as of February 2015 was reviewed.

**Bills 2014 – 2015 Budget: Claims #13, #14**

Trustee Schwarz reviewed the bills in Trustee Furth's absence and found them to be in order. On a MOTION by Trustee Scherer, seconded by Trustee Haynes, approval was granted for payment of bill voucher, #13, and #14.

**Reports of Library Administration**

Library Director Kenney stated that he was pleased with the ways things have been working at the library. Mr. Kenney remarked that we have really stepped up with the amount and quality of our programming, and the staff should be commended for their creativity and resourcefulness in developing programs. Digital Media Specialist Austin Onley will be working for several days this spring at the Eastview School, setting up their digital printer and helping students on a digital printing program.

Library Director Kenney informed the Board that he had done an informal survey of hoopla with other libraries in Westchester and found that we had the most circulation among users. President James asked Mr. Kenney what he attributed the high usage rate to and Mr. Kenney responded that the library had done extensive promotions as well as had an official hoopla launch.

Library Director Kenney stated that at next month's meeting Ryan Jackson, of the I/T staff, will demo the new website which would have more emphasis on programs and activities in the library. Mr. Kenney said May 1<sup>st</sup> was the goal for launching the new website but he would like to get the Board's feedback as well as the staffs prior to the launch date.

**Trustee Reports & Business**

**WLS –**

**Friends –** Meeting will be held March 12<sup>th</sup>.

**Foundation –**Ms. Hollahan reviewed her report and remarked that Jen DeMilio was the newest member of their Board and has done volunteer work as well as co-chaired the Gala the past few years. Ms. Hollahan remarked that the Spelling Bee was successful and they planned to have another one next year.

**Other –**

**Minutes of the March 11, 2015 meeting of the Library Board of Trustees, page 2****Ongoing Business**

Library Director Kenney distributed a document and discussed the Library budget that was submitted, which was greater by approximately \$12,000 from the budget the board approved. The gap was largely due to changes in numbers provided by the City. The overage would be covered by the Library's fund balance. Mr. Kenney remarked that he was pleased with the budget and the process.

Mr. Kenney thanked the maintenance staff for all their hard work with regard to the flood from a broken pipe on the first floor. Library Director Kenney commented that none of the collection was damaged. Trustee D'Ambrosio inquired about the cost to fix the damaged area and the effect on the capital projects caused by the flood. Mr. Kenney responded that a heater had malfunctioned and that this type of problem was part of the failing HVAC system which would be addressed in the capital project.

Library Director Kenney asked for comments regarding the Library and the Foundation's digital newsletter, *This Month on Martine*, and the comments were very positive. Mr. Kenney stated that three issues have been published and they are sent out the last week of the month promoting next month's events.

Mr. Kenney also remarked that Linda Seckelson, a new volunteer who retired from The Metropolitan Museum of Art, would be organizing shows this summer and fall in the Museum. Assistant Library Director Kathy Degyansky noted that she has been working with Arts Westchester and hoped to get a collaborative grant with them.

**New Business**

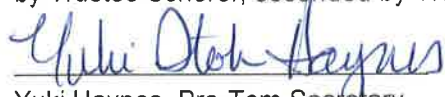
Library Director Kenney noted that the Library has not published an annual report for many years and planned to draft an annual report that would be both narrative and statistical based on 2013-14 fiscal year; it would be published digitally, not in print. It would be brief and use an infographic format. The Board felt they it was not necessary to review the report prior to its release as the content has been previously discussed at the monthly board meetings.

Mr. Kenney advised the Board that the strategic plan that was currently in place would end this year. Library Director Kenney noted that he perceived the Library as changing from three years ago and recommended that the Library seek input from the community as to future plans for the Library. He informed the board that he would like to hire Library Strategies, the consultants used for the last strategic plan, to conduct a day-long retreat.

Library Director Kenney brought a new topic before the Board and requested their feedback. Mr. Kenney stated that a film crew would like to use portions of the library for a feature film. The spaces would include the exterior of the Library, which would be shot at night, as well as inside the Trove. The Trove shoot would require that the Trove be closed for a day or part of a day. The shoot would be between April 20<sup>th</sup> and June 19<sup>th</sup>. The Board discussed the issue of closing the Trove for a day or less and agreed that the potential compensation outweighed the inconvenience, and gave their approval for the director to negotiate a fee. Assistant Library Director Degyansky noted that the film crew was not disruptive the last time they filmed at the library.

**Adjournment**

There being no more business before the Board, the meeting was adjourned at 7:40 p.m. on a MOTION by Trustee Scherer, seconded by Trustee D'Ambrosio.



Yuki Haynes, Pro-Tem Secretary  
Library Board of Trustees