

Item: Election of WLS Officers - **REVISED 1/30/2017**

Background: According to the Bylaws of the Westchester Library System, a slate of officers – President, Vice President, and Secretary – must be presented annually to the Board of Trustees by the Nominating Committee.

Status: The Nominating Committee, led by Chair Sue Neale, has finalized the 2017 slate of officers for President, Vice President and Secretary. The following slate will be presented at the Board Meeting:

President – Cathy Draper
Vice President – Mary Amato
Secretary – Sean Ryan

The term of office of all elected officers shall be one year and no member of the Board may serve as President for more than two consecutive years.

Article III of the WLS Bylaws contains the Duties of Officers.

Recommended

Action: The Nominating Committee recommends election of the proposed slate of officers for the 2017 term.

January 31, 2017

Item: WLS Central Library Plan of Service 2017-2021

Background: New York State Library Division of Library Development (DLD) requires that each library system submit a five-year plan of service. Part of this Plan of Service includes a separate Plan of Service for the System's Central Library that provides an overview of the use of Central Library Development Aid (CLDA) and Central Book Aid (CBA) received by WLS in support of central library services for the member libraries.

Status: The Mount Vernon Public Library is currently the Central Library for WLS.

The attached WLS Central Library Plan of Service covers the period 2017-2021 and covers the following: Digital Collection Development; Public Service Staff Training and Education; Collection Management and Use Analysis; Supplemental Adult Non-Fiction and Foreign Language Collections; and Promotion of Central Library Services and Resources. This Plan was developed in conjunction with the Public Library Directors Association (PLDA) Central Library Committee, reviewed and accepted by PLDA, and was accepted by the Mount Vernon Public Library Board of Trustees.

Recommended

Action: Staff recommends that the Board approve submission of the WLS Central Library Plan of Service 2017-2021 to the NYS Library Division of Library Development for approval by the Commissioner of Education.

January 31, 2017

**Mount Vernon
Board of Trustees
Resolution #0120-16**

**A RESOLUTION TO ACCEPT THE CENTRAL LIBRARY PLAN OF SERVICE
January 1, 2017- December 31, 2021**

WHEREAS, the Director of the Mount Vernon Public Library recommends the approval of the Central Library Plan of Service.

WHEREAS, Board of Trustees for the Mount Vernon Public Library must approve the policy statement,

NOW, THEREFORE, be it

RESOLVED, that the Board of Trustees for the Mount Vernon Public Library has approved, adopted, and authorized the approval of the Central Library Plan of Service. The plan is for the expansion of the system wide collection in response to the member libraries needs effective January 2017 thru December 2021.

Yea	Nay	Abstained	Trustees
<input checked="" type="checkbox"/>	___	___	Oscar Davis, Jr.
<input checked="" type="checkbox"/>	___	___	Cathlin Gleason
<input checked="" type="checkbox"/>	___	___	Brian G. Johnson
<input checked="" type="checkbox"/>	___	___	Darren M. Morton
<input checked="" type="checkbox"/>	___	___	Na'im R. Tyson

Signed: 
Oscar Davis Jr. - President

Date:

Central Library Plan of Service Westchester Library System (WLS)

January 1, 2017 – December, 31, 2021

This plan describes the use of the Central Library Development Aid (CLDA) and Central Book Aid (CBA) state aid funds received by WLS in support of central library services for the member libraries.

Digital Collection Development

1. **Goal Statement**
Expansion of the system-wide digital collection in response to member libraries' needs
2. **Years 1-5 (2017-2021) Intended Result(s)**
 - Acquisition of and/or access to digital collections that support patrons' educational, informational and recreational needs through the use of CBA and/or CLDA funds
3. **Evaluation Method(s)**
 - Ongoing analysis and review of patron use and feedback data conducted by the Central Library Coordinating Committee
 - Annual member library survey and/or feedback opportunities to gauge member library satisfaction with the selected digital resources and to identify potential resources for the forthcoming year

Public Service Staff Training and Education

1. **Goal Statement**
Expansion of member library staff training and professional development offerings in growing fields such as digital literacy, e-reading, mobile technologies and social media
2. **Years 1-5 (2017-2021) Intended Result(s)**
 - Provision of digital and in-person learning opportunities for member library staff to develop the skills and understanding required to help patrons meet their educational, informational and social media needs through the use of CLDA funds
3. **Evaluation Method(s)**
 - Ongoing analysis and review of training topics offered, the number of sessions and participants, and participants' evaluation data
 - Surveys of participants for selected sessions to determine the levels of change in participants' behaviors, skills or knowledge as a result of attending a training or professional development activity

Collection Management and Use Analysis

1. **Goal Statement**
Member libraries will have access to training and tools to assist with collection analysis
2. **Years 1-5 (2017-2021) Intended Result(s)**

- Provision of learning opportunities for member library staff in the areas of analyzing, evaluating, and managing collections through the use of CBA and/or CLDA funds

3. Evaluation Method(s)

- Surveys of participants for selected sessions to determine the levels of change in participants' behaviors, skills or knowledge as a result of attending a training or professional development activity

Supplemental Adult Non-Fiction Collections

1. Goal Statement

Member libraries will have access to adult non-fiction materials that supplement their local collections

2. Years 1-5 (2017-2021) Intended Result(s)

- Purchasing and/or leasing of non-fiction materials to improve patrons' access to items in high-demand and targeted subject areas using CBA and/or CLDA funds

3. Evaluation Method(s)

- Ongoing review of circulation reports for materials purchased and/or leased materials using CBA and/or CLDA funds

Supplemental Foreign Language Collections

1. Goal Statement

Member libraries will have access to foreign language materials that supplement their local collections

2. Years 1-5 (2017-2021) Intended Result(s)

- Purchasing and/or leasing of foreign language materials to improve patrons' access to items in high-demand and targeted subject areas using CBA and/or CLDA funds

3. Evaluation Method(s)

- Ongoing review of circulation reports for materials purchased and/or leased materials using CBA and/or CLDA funds

Promotion of Central Library Services and Resources

1. Goal Statement

Member libraries will be aware of and know how to effectively use the services and resources provided by the Central Library of the Westchester Library System

2. Years 1-5 (2017-2021) Intended Result(s)

- Increasing member library staff awareness about and knowledge of the services and resources provided by the Central Library through promotional and educational activities supported by CBA and/or CLDA funds

3. Evaluation Method(s)

- Annual member library survey and/or feedback opportunity to gauge member library staff's knowledge of and satisfaction with the Central Library services and resources provided