

WLS EXECUTIVE COMMITTEE MEETING

Tuesday, November 15, 2022

Board President Karen Zevin chaired an in-person meeting of the Executive Board at the WLS headquarters on Tuesday, November 15, 2022, attended in-person by Francis Okelo, Edris Scherer, Andrea Bober and Susan Morduch. Also present was Executive Director Terry Kirchner. The meeting began at 6:04 pm and ended at 7:50 pm.

- The board accepted the minutes from October 18, 2022
- The committee discussed the benefits of knowing when the Executive Director is away from the office. Terry shared his current practice of leaving an auto-reply message and assigning a go-to person for time-sensitive issues. This was felt to be appropriate.
- Terry is working updating the website with current committee information. Committees are working on updating their descriptions.
- The committee discussed board attendance and preparedness. They agreed to accentuate the positives and reinforce the importance of the role.
- Karen will send to the Executive Committee the questionnaire she has worked on for the board.
- Terry clarified again that he is looking to the future regarding the book delivery system, and there is no current cause for concern. It would be good to look for possible alternatives in case our current company no longer provides the service, is too expensive, or is otherwise not a preferred partner.
- Terry is continuing to configure staffing to best address Elise's retirement
- Terry suggested that we emphasize that we are voting to accept the minutes as a record— it is okay to approve them even if you have not been to the meeting.
- At the November meeting we will formally thank Cathy and Jon for their time on the board and welcome Matt and Rob informally. They will be sworn in at the January meeting. The meeting will begin after the Annual meeting.
- Human Resources conversation
- Westchester County did not give us money for digital equity.
- Mount Vernon Library update. Terry continues to spend time working with them and DLD
- Discussion of how best to present Trustee Institutes given the changing nature of the library staff and trustees engagement and needs. This will be an ongoing discussion as CE presentation

Notes taken by Susan Morduch