

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
May 31, 2016 – Approval Pending

REGULAR MEETING

The Regular Meeting of the Westchester Library System was called to order by Cathy Draper, President, at 6:15 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Mary Amato, Dave Donelson, Cathy Draper, Hope Furth, Barbara Hickernell, Norman Jacknis, Naseem Jamali, Sean Ryan

Board Members absent: Deborah Fay, LaRuth Gray, Julie Mills-Worthey, Sue Neale, Alex Payan, Edris Scherer, Luke Vander Linden

Also present from WLS were: Terry Kirchner, Patricia Brigham, Francine Feuerman

Public Library Directors Association (PLDA) Representative: Brian Kenney, Director, White Plains Public Library

PRESIDENT'S REPORT

Due to the fact that a quorum was not met at the beginning of the meeting, Ms. Draper amended the agenda to start with non-action items. The WLS Strategic Planning working group met on May 16th. This plan would not cover more than 3-5 years and would act as a helpful framework to guide decision making. The library world is rapidly changing, and the plan needs to be flexible in order to take advantage of change. The group decided to do its own SWOT (Strengths, Weaknesses, Opportunities, and Threats) of WLS; and explore where WLS is, who WLS serves and who are WLS's customers.

MINUTES

The minutes of the meeting of April 26, 2016, were accepted as submitted on a motion by Ms. Hickernell and seconded by Ms. Furth. The motion passed unanimously.

FINANCIAL REPORTS

The financial reports for April 2016 were presented by Ms. Feuerman and were accepted as submitted on a motion by Mr. Jamali and seconded by Ms. Hickernell. The motion passed unanimously.

ACTION ITEMS

Extension of WLS Borrowing Facility: Ms. Feuerman noted that WLS has a line of credit with TD Bank that will expire at the end of June. WLS has not had to borrow and currently does not anticipate the need to borrow against this line of credit, but it is a good option to have available since only minimal fees are involved and the timing of the receipt of State funds is always uncertain. The interest rates and fees for the borrowing facility were discussed.

The Board approved the extension of the borrowing facility with TD Bank on the condition that no fees would be charged on a motion by Ms. Hickernell and seconded by Ms. Furth. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

A copy of the Executive Director's Report was mailed in advance of the meeting.

Dr. Kirchner reported on the progress at 570 Taxter. Construction is underway. One of the sub-contractors is having difficulty in meeting current deadlines, which is causing the possibility of a two-week delay with the space to be ready. Contingency plans are currently being explored should the need arise. However, everything else is moving along schedule. Since the construction superintendent is available on Thursdays, and the June Board Meeting (June 28th) is scheduled on one of the tentative move dates, the Board was asked to move the June Board Meeting to Thursday, June 23rd, and the 570 Taxter Road location will be available from 5-5:30 pm for the Board Members to take a quick tour of the new facility prior to the Meeting.

A budget update was given. The New York State Legislature did add money to Library Aid for fiscal year 2016-17; however, it is unclear when those funds will be received. Westchester County's allocation to WLS was confirmed but has not yet been received.

WLS will be awarded a Champion for Children by the Child Care Council of Westchester on June 3rd at the Westchester Marriott. One ticket is available; if interested, let Dr. Kirchner know.

The Library Trustees Association of New York State (LTA) Trustee Institute was held on May 6-7 in Plattsburgh, NY. There were 120 people in attendance and the theme revolved around smaller libraries. There was good conversation and engagement. Dr. Kirchner presented a workshop on board and director evaluations at the Institute, some of which was included in his written Executive Director's Report. The Board expressed interest in having Dr. Kirchner's presentation be given at a future board meeting.

The co-location move was a success. The WLS IT staff were a good team, and this was an excellent experience especially for the upcoming move in June.

Dr. Kirchner also attended COSUGI (Customers of SirsiDynix User Group, Inc.) on early May 23-25. Sirsi has expressed potential interest in e-books and is redefining its acquisition model. This conference provided an opportunity to hear content about these and other new initiatives. IT staff members Melanie Carnes, Wilson Arana, and Allison Midgley also attended the conference and were able to contribute what is and what is not working within SirsiDynix for WLS.

PLDA LIAISON'S REPORT

Mr. Kenney reported that most of the work for PLDA has focused around the Finance Model that covers approximately \$2.7 Million. This model includes factors such as SirsiDynix, wireless network connectivity, devices, and e-Content. The Finance Committee and Rob Caluori, WLS IT Director, have been meeting with small regional groups of library directors and staff to review the

new Model. The principal changes have made the Model easier to understand and clearly aligned the Model to expenses that could be moderated by the libraries. The Finance Model was raised at the May meeting and will be voted on at the June Meeting before bringing it to the WLS Board for approval. PLDA also reviewed and approved recommendation of the Central Library Aid Budget for FY2016-17, which will be presented next to the Mount Vernon Public Library for its recommendation and then onto the WLS Board for final approval.

OTHER

Dr. Jacknis noted that Jim Neale, long-time board member of METRO (Metropolitan New York Library Council) has been elected as American Library Association (ALA) President.

ADJOURNMENT

Having completed its agenda, the Board adjourned its meeting at 7:05 p.m. on a motion by Mr. Donelson, seconded by Ms. Amato, which passed unanimously.

Respectfully submitted,

Handwritten signature of Sean Ryan in cursive script, with a small 'eb' mark at the end.

Sean Ryan
Secretary