

**WLS Nominating and Board Development Committee Meeting
Wednesday, March 2, 2022 – via Zoom**

In Attendance: Meeting began: 7:04pm
Karen Zevin (District 1), Chair
Jonathan Marshall (District 2)
Nishat Hydari (District 3)
Karen Kelley (District 12)
Francis Okelo (District 14)
Terry Kirchner, WLS Executive Director

Karen Zevin, Chair, started overview discussion of the Nominating and Board Development's roles and responsibilities and 2021 activities:

WLS Trustee Recruitment Process:

Terry Kirchner was thanked for his work with the initial recruitment of new WLS Trustees Nishat Hydari (District 3) and Jennifer Kothari (District 5), who Karen Zevin then interviewed and the Committee Members reviewed resumes and other documents and recommended candidates for presentation to WLS Board for vote of approval. Ms. Hydari said Zoom meetings offered convenience to parents and incentive for recruitment. Karen Kelley will be meeting with Terry Kirchner to discuss a mentoring/onboarding orientation with the new board members.

WLS Trustee Manual:

Writing and compilation was begun by Susan Morduch (District 6) and reviewed by Karen Zevin. Purpose of the Trustee Manual is to provide information, policies and compendium of site links, such as the NYS Trustee Handbook. The manual is a resource to educate new and current trustees. It is available on WLS website. Annual review of the Manual is recommended.

"Trustee Gathering":

WLS Report Board-to-Board Questionnaires expressed interest by some member library trustees respondents to have more contact and communication with fellow member library trustees from Westchester. Two earlier "Trustee Gathering" coordinating meetings provided important discussion and perspective on local library issues, which resulted in scheduling the Trustee Advocacy Night Zoom meeting on February 23, 2022. The intent of this Trustee Gathering was to meet and prepare fellow trustees for the March 2, 2022 Advocacy Day zoom event with NYS Westchester Assembly and Senate legislators and WLS and member library trustees and library directors.

Recognizing the importance of education of WLS member library trustees and the new NYS requirement of minimum two hours per year of trustee education effective January 2023, the Committee agreed to merge the earlier Trustee Institute meetings and "Trustee Gathering" idea. The purpose would be to focus on wider range of topics, such as shared local issues and those about WLS, to promote continued education and communication of member library trustees. Meetings would be online, hybrid meetings on Zoom and in-person education and social networking events. These meetings would complement the popular *Trustee Handbook Book Club* Zoom meetings.

The Committee discussed the name of the Committee and agreed to change the name to the Nominating and Board Education Committee from the previous Nominating and Board Development Committee.

The Committee congratulated Karen Kelley as the Committee's new chair.

The meeting adjourned at 8:15 pm.

Meeting notes submitted by Jonathan Marshall