

**WESTCHESTER LIBRARY SYSTEM**  
**Trustee Meeting**  
**April 30, 2013 – Approved May 28, 2013**

The Regular Meeting of the Westchester Library System was called to order by Dave Donelson, President, at 6:05 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Mary Amato, Catherine Draper, Dave Donelson, Deborah Fay (late), Hope Furth, Amanda Goodman, LaRuth Gray, Chris Hansen, Barbara Hickernell, Norman Jacknis, Naseem Jamali, John Sorice

Board Members absent: Patricia Fontanella, Sue Neale

Also present from WLS were: Terry Kirchner, Patricia Braja, Francine Feuerman, Rob Caluori

Public Library Directors Association (PLDA) Representative: Ed Falcone, Deputy Director, Yonkers Public Library

Mr. Donelson noted a change to the agenda to include a short presentation via conference call with Paul Feiner, Supervisor to the Town of Greenburgh. Mr. Feiner noted that more than half of those who use the Greenburgh Public Library do not live in the unincorporated Town of Greenburgh, the area which the library serves. He raised a question whether there could be a change in the law so that Greenburgh Public Library could charge non-residents for their library programs, and the matter was discussed. While the Board recognizes that libraries are facing budgetary constraints and new revenue sources are welcome, charging for programs seems contrary to the basic principle of free access to materials and programs, the basic mission of a library. The Board agreed to consider hosting a meeting of Mayors and Administrators to review this issue along with the future of funding for libraries in the County.

## **MINUTES**

The minutes of the meeting of March 26, 2013, were approved as submitted on a motion by Ms. Furth and seconded by Ms. Hickernell. The motion passed with 11 votes in favor [Ms. Fay not present for vote].

## **FINANCIAL REPORTS**

The financial reports through March 2013 were presented by Mr. Sorice. The remaining State funds for FY2012-13 were received, and State funds for FY2013-14 are expected to be over the amount originally included in the WLS budget. The financial report through March 2013 was accepted as submitted on a motion by Mr. Jamali and seconded by Ms. Draper. The motion passed unanimously.

## **COMMITTEE REPORTS**

The agenda was amended because Mary Amato, Chair of the Audit Committee, had to leave early. Ms. Amato reported that the Audit Committee met on April 1<sup>st</sup> to review the audit report. WLS Auditor Andy Silverstein joined that meeting via teleconference. A clean report was submitted;

Fran Feuerman was congratulated for an excellent job; and a copy of the reviewed report was distributed to the trustees prior to the meeting.

The Governance Report and the WLS Financial Statements for the year ending 12/31/2012 were approved as submitted by the Board on a motion by Ms. Furth and seconded by Ms. Hickernell. The motion passed unanimously.

## **ACTION ITEM**

***Acceptance of the WLS System Annual Report to New York State:*** An Annual Report for Library Systems must be submitted each year to New York State's Division of Library Development. The report covers operational and financial statistics and includes a section to document the accomplishments made throughout the year. The report, which was distributed prior to the meeting, was reviewed and discussed.

The Board accepted the WLS System Annual Report 2012 as submitted on a motion by Dr. Jacknis and seconded by Dr. Gray. The motion passed unanimously.

## **INFORMATION ITEM**

***Expansion of WLS e-Collections:*** Dr. Kirchner reported that New York State Library Aid was approved at a 4.9% increase for FY2013-14 over the proposed FY2013 WLS budget. Although final figures have not yet been received, this increase could translate to approximately \$100,000 in additional funding for WLS. The member libraries have expressed interest in expanding the range of e-books, e-magazines and streaming videos available to library card holders. Dr. Kirchner provided the board with an overview of the following products that are being explored: Total Boox (an e-book vendor); Zinio (e-magazines), and IndieFlix (streaming videos).

## **COMMITTEE REPORTS** *(continued)*

***Development Committee:*** Ms. Braja gave a report on the Book & Author Luncheon. There were 173 people who attended the new venue (CV Rich Mansion). The authors were well received, and the event gained a net income of \$10,000. Sponsor Entergy increased their grant to \$7,500 for the Book & Author and \$2,500 for the African-American Literary Tea, and TD Bank was another sponsor. The journal ads did much better than in the past, collecting \$5,700—thanks to Dave Donelson who recruited the most ads. Overall, the event was very successful and started a number of new relationships. A promise was also received from Innovative Interfaces for \$7,500. The purpose and type of future events were discussed as well as a number of other grant opportunities that are being explored.

***Governance Committee:*** Dr. Jacknis shared communications that arose between the Committee members regarding patron privacy issues related to the Sirsi feature to retain check-out history. Mr. Hansen also raised the issue of the requirements for the Federal e-rate discount program, which called for libraries receiving e-rate funds to be compliant with the Children's Internet Protection Act (CIPA). Recent interpretations of the e-rate administrators suggest that WLS's point-to-point telecommunication connections used to carry data fall within the CIPA compliance requirements. Compliance with the new definitions and CIPA as well as the possibility of using

software to mediate Internet content was discussed. More information on this topic will be gathered and presented at the next board meeting.

*Nominating Committee:* In Ms. Neale's absence, Mr. Donelson welcomed Edris Scherer, a candidate for the District IV [Lewisboro, North Salem, Somers] trustee vacancy.

### **EXECUTIVE DIRECTOR'S REPORT**

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

Dr. Kirchner announced that the New York State Library Division of Library Development has approved WLS's Plan of Service 2012-2016 and the Free Direct Access Plan.

Dr. Kirchner requested a timeline for the Maintenance of Effort (MOE) Variance process for the Mount Vernon Public Library from the Division of Library Development. The Mount Vernon Public Library Board is updating their charter resolution regarding taking their budget to a public vote. A Request for Proposal for the Central Library is being drafted.

A mini Lobby Day is being held by the New York Library Association (NYLA) Legislative Committee in Albany on Tuesday, June 4<sup>th</sup>. In addition, Library Advocacy Day for 2014 has been changed from the first Tuesday of March to the last Thursday of February (exact date: February 27, 2014) due to a conflict with the Public Library Association (PLA) Annual Conference.

A grant has been submitted to the Westchester County Department of Social Services for the USDA Supplemental Nutrition Assistance Program (SNAP) to support the WLS Senior Benefits Information Centers program.

WLS is partnering with the Business Council of Westchester in the New York Health Benefit Exchange, which is part of the new federal health-care program known as the Affordable Care Act. Experts in the new law will bring informational programs to local communities to be held at libraries throughout Westchester.

### **PLDA LIAISON'S REPORT**

Mr. Falcone reported on the April Meeting, which was held just prior to the WLS Book & Author Luncheon at the White Plains County Courthouse for a tour of their legal library, which is also open to the public. The Circulation Committee raised a few issues which led to discussion about Active Directory, and the Finance Committee discussed the model for IT Fees. Ms. Cris Ansnes, Director of North Castle Public Library (Armonk), has announced her retirement as of June 2013.

### **ADJOURNMENT**

Having completed its agenda, the Board adjourned its meeting at 7:40 p.m. on a motion by Dr. Jacknis and seconded by Mr. Donelson. The motion passed unanimously.

Respectfully submitted,

*Chris Hansen/eb*

Chris Hansen, Secretary