

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
March 7, 2017 – Approved March 28, 2017

REGULAR MEETING

The Regular Meeting of the Westchester Library System was called to order by Cathy Draper, President, at 6:10 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Dave Donelson, Cathy Draper, Hope Furth, Norman Jacknis, Julie Mills-Worthey, Susan Morduch, Sue Neale, Sean Ryan, Edris Scherer, Karen Zevin

Board Members absent: Mary Amato, LaRuth Gray, Barbara Hickernell, Alex Payan

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

Public Library Directors Association (PLDA) Representatives: Carolyn Reznick, Director of Ruth Keeler Memorial Library (North Salem)

MINUTES

The minutes of the meeting of January 31, 2017, were accepted on a motion by Ms. Zevin and seconded by Ms. Scherer. The motion passed unanimously.

PRESENTATION

WLS Information Technology (IT) Director Rob Caluori gave a presentation on the Potential Impact of e-Rate. The Universal Service Schools and Libraries Program, commonly known as e-Rate, offers discounts to help obtain affordable telecommunications and internet access and is funded through the Universal Service Fee on people's telephone bill. Mr. Caluori went through the cycle for application, the type of services covered, and the timeline for receipt of funds. One requirement of the e-Rate program is compliance with the Children's Internet Protection Act (CIPA) that includes having an Internet Safety Policy to address protection of minors and protection measures such as filters. A discussion followed regarding filtering, the financial impact and types of projects possible if WLS participated in the e-Rate program. The Governance Committee was asked to further discuss this subject and its implications for WLS.

FINANCIAL REPORTS

The financial report through January 2017 was presented by Ms. Feuerman and was accepted on a motion by Ms. Scherer and seconded by Ms. Amato. The motion passed unanimously. Ms. Feuerman noted one minor correction to the expense narrative that will be made for the records. The check register was distributed.

INFORMATION ITEM

New York State Annual Reports: This year, there was a major change to the Annual Report for Public and Association Libraries that added a new section for ELECTRONIC USE and a new question was added called “Successful Retrieval of Electronic Information” that has to do with the usage of databases (known as Electronic Collections for this Report). It is good that this type of usage will now be captured; however, compiling what the member libraries need to use for this new question was more complicated than expected and has delayed completion of the System Annual Report. WLS Departments are gathering their data, which will be compiled over the next few weeks and presented to the WLS Board at the March 28th Meeting.

PRESIDENT'S REPORT

Ms. Draper thanked Mr. Ryan, Mr. Donelson and Ed Falcone, Director of Yonkers Public Library, for giving testimony at the NYS Westchester Delegation’s Public Forum on February 3rd. A revised Committee list was distributed; let Ms. Draper know of any changes needed. All Committees were asked to review their charge when they next meet.

Ms. Draper raised a governance issue regarding remote trustee participation at Board Meetings. New York Open Meetings Law does allow for participation via videoconference as long as proper notice is given and proper access is available. The current WLS Bylaws do not cover this topic, so this item was deferred to the Governance Committee for further review. Ms. Mills-Worthey volunteered to be part of the Governance Committee.

COMMITTEE REPORTS

Audit Committee: Ms. Feuerman noted that a meeting will be scheduled shortly.

Development Committee: Ms. Brigham distributed a copy of the Celebrating Westchester Libraries Breakfast invitations and noted that they were mailed. Ticket sales are moving along, and WLS Trustees were encouraged to share their story on how libraries transform for the Breakfast Journal.

EXECUTIVE DIRECTOR'S REPORT

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

Dr. Kirchner thanked Mr. Donelson, along with the other 16 people, who took the bus to Albany for Library Advocacy Day held on March 1st. The group met up with another 9 people who drove separately. Good feedback was received about money being restored to Library Aid by the Legislators. In addition to meeting with the 14 legislators who represent Westchester, Dr. Kirchner also met with Dan Quart (73rd AD), the new Chair of the Assembly’s Committee on Libraries and Education Technology, who is a very strong advocate for libraries. New York Library Association’s (NYLA) email campaign was well supported.

Dr. Kirchner reviewed the options regarding the Central Library discussed at PLDA: keep the status quo, explore a digital central library, or issue a Request for Proposal (RFP). Dr. Kirchner has drafted a RFP for discussion purposes to share with PLDA and get more information at their next meeting.

PLDA LIAISON'S REPORT

Ms. Resnick, noted that most of what took place at the February PLDA Meeting was already discussed. Mango Language Learning is showing good usage, and laptops will be available for member libraries in two sizes (11" & 15") and will be incorporated into the new IT Finance Model.

ADJOURNMENT

Having completed its agenda, the Board adjourned its meeting at 7:50 p.m. on a motion by Dr. Jacknis and seconded by Ms. Scherer. The motion passed unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sean Ryan" with a stylized flourish at the end.

Sean Ryan
Secretary