

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
May 25, 2010 – Approved June 29, 2010

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

Board Members present: Patricia Dohrenwend, Deborah Fay, Mary Ellen Forte, Hope Furth, LaRuth Gray, Barbara Hickernell, Norman Jacknis, Naseem Jamali, Lawrence Lehman, Sue Neale

Absent: Mary Amato, Dave Donelson, Patricia Fontanella, John Sorice

Also present from WLS were: Terry Kirchner, Fran Feuerman

Dr. Kirchner introduced Fran Feuerman, WLS's new Chief Financial Officer, who started with WLS on May 10th. Ms. Feuerman worked at New York Public Library and has a strong financial and managerial background.

MINUTES

The minutes of the meeting of April 27, 2010, were approved as submitted on a motion by Dr. Jacknis and seconded by Ms. Neale. The motion passed unanimously.

FINANCIAL REPORTS

The financial reports for March and April 2010 were presented by Dr. Kirchner, and the questions raised at the last meeting were answered. The reports were approved as submitted on a motion by Ms. Hickernell and seconded by Ms. Furth. The motion passed unanimously.

ACTION ITEMS

WLS Current Borrowing Facility: Dr. Kirchner explained that WLS has an existing Line of Credit with TD Bank, which allows WLS to borrow up to \$500,000 unsecured for a period of one year with neither facility fees nor covenants for this loan agreement. This facility expires on June 30, 2010, and extension of the facility for an additional year is recommended.

The Board approved the extension of the borrowing facility with TD Bank for an additional year on a motion by Ms. Hickernell and seconded by Mr. Jamali. The motion passed unanimously.

PRESIDENT'S REPORT

Ms. Dohrenwend reported that the following Trustees have volunteered as Committee Chairs: Sue Neale for the Nominating Committee and Mary Ellen Forte for the Events Committee. Ms. Dohrenwend will speak with Mr. Donelson about the possibility of chairing the Budget Committee and setting up a meeting in June.

The NYSALB Trustee Institute was attended by Ms. Fontanella, Dr. Gray and Mr. Jamali. Jerry Nichols was the keynote speaker and received an award (Distinguished Service Award) as well as Somers Trustee Jean Reidy (Velma Moore Award). The new Commissioner of Education David Steiner also attended. The seminars held were interesting.

EXECUTIVE DIRECTOR'S REPORT

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

Dr. Kirchner reported that the proposed FY2010 Central Library budget was once again reviewed at the May PLDA General Membership Meeting. The main issue with the budget is regarding whether the collection development position would be staffed through WLS or Mount Vernon Public Library. PLDA re-confirmed their vote of the budget, with the collection development position being staffed through WLS. The approval process for the Central Library budget is currently being verified with the New York State Library's Division of Library Development.

PLDA held a straw poll regarding the proposed new fee structure model for WLS Technology Services at their May meeting, which showed 23 in favor, 9 against, and 1 abstention. The official vote will take place at their June meeting.

Dr. Kirchner gave a brief history of the Westlynx pricing, and discussion followed regarding the model and contracts that are currently in place. The proposed fee structure was also discussed, and the Board requested that members of PLDA come to the June WLS Board Meeting to present the new model and be available to answer questions.

White Plains Public Library has been talking with WLS about migrating to the WLS online catalog. WLS has a slightly different version of Sirsi, but we are working together to seek this outcome.

WLS IT is currently looking into a new platform for Sirsi, which is called SaaS (Software as a Service). This new platform would basically affect the servers and the amount of equipment needed for data storage and some day-to-day activities, not the user end.

A candidate is still being sought for the vacancy for District IV (Lewisboro, North Salem, Somers).

Dr. Kirchner and Ms. Feuerman attended the Westchester County Association's Breakfast with Larry Gottlieb, Westchester County's Commissioner of Economic Development.

PLDA REPRESENTATIVE

Ms. Riley was unable to attend this month's meeting but submitted a written report that was read by Dr. Kirchner (see attached). At their May meeting, the directors approved contacting Libby Post, President of Communication Services, to do a presentation regarding positioning your library as an essential service. The previously mentioned straw poll of the proposed fee structure for WLS technology services was taken. The FY2010-11 proposed Central Library Budget was re-confirmed. Various committee reports were given. Ed Falcone presented information regarding library cards issued to Bronx residents through the Yonkers Public Library. Rob Caluori spoke

about Bookmyne, a new application for the iPhone, which links to the catalog. There was a discussion of Blu-Ray format DVDs.

ADJOURNMENT

Having completed its agenda, the Board adjourned its meeting at 7:15 p.m. on a motion by Ms. Neale and seconded by Mr. Jamali. The motion passed unanimously.

The next regularly scheduled meeting of the Board of Trustees will be held on Tuesday, June 29, 2010, at 6:00 p.m. at the WLS Headquarters.

Respectfully submitted,

Mary Ellen Forte
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Mary Ellen Forte
Secretary

WLS Board Report
Submitted by Susan Riley, PLDA Representative
May 20, 2010

It was a very full meeting with representation from most libraries. There were several action items:

- Libby Post will be contacted and arrangements will be made to have her present a workshop on positioning libraries for maximum community awareness, both for PLDA members and possibly as a Trustee program.
- A straw poll on the new WLS finance model was strongly positive.
- The PLDA members reaffirmed their previous vote regarding the Central Library Budget, which had been rejected by the MTV Library Board.

The June 23 Trustee Institute's topics will be Open Meetings and FOIL requests. Invitations have been sent to member library trustees and directors.

Reports were given from the Cataloging, Central Library, Circulation, and Technology committees. The Tech. committee recommended that all libraries institute use of PINs for checkout, holds, renewals, and computer use, and this was approved by the membership.

Yonkers Deputy Director Ed Falcone reported on the practice of that Library offering library cards to residents of the Bronx. There are currently approximately 2306 cardholders, but only 450 active cards, and those cardholders charged out a total of 24,718 items in 1009. Yonkers Board feels this is a negligible impact on other WLS libraries. Suggestions were made to have these cardholders purchase their cards from WLS for \$75 each, as per the protocol that all other WLS libraries hold to.

IT Manager Rob Caluori reported on "Bookmyne" which is an app for iphone and soon for Droid, which links to the catalog. He also reminded directors that WLS will do an inventory of computers in July.

There was a discussion of Blu-Ray format DVDs. Currently only Croton holds them, and they are part of an express collection (not reservable).

Next PLDA meeting will be held at Mount Kisco on June 17.