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## **Executive Director's Report**

### **March 2016**

**(covering time period of February 20 – March 20, 2016)**

#### *WLS Lease Update*

After an extensive search, WLS has signed a 10-year lease effective July 1, 2016, for space at 570 Taxter Road, Elmsford, NY. Chris O'Callaghan, Managing Director, and Mark Jacobs, Brokerage Associate, of Jones Lang LaSalle (JLL) worked closely with Elise Burke, Fran Feuerman, Rob Caluori and me to identify a property that would meet current and anticipated needs. Dennis Noskin, Principal; Teal Postula, Director of Interior Design; and Amanda O'Leary, Project Manager, of Dennis Noskin Architects (DNA) created numerous design test fits to help us visualize how we could potentially transform the properties we were shown into the new WLS Headquarters.

The location selected includes 13,407 rentable square feet on the fourth floor that will be used for staff and public service activities. An additional 909 rentable square feet on the first floor will be used for the delivery service operations. This location is centrally located along the I-287 corridor making it convenient to reach by car or public transportation. The building owner, Keystone Properties, provided a pricing structure that did not exceed the allocation approved in the WLS FY2016 budget and was competitive for the remaining years of the lease agreement. The staff and public spaces will all be new construction, allowing WLS to provide a more easily accessible, flexible and welcoming environment to support learning and working activities over the next decade.

Once the lease was signed, WLS began working closely with DNA to finalize the construction drawings and select finishes, such as paint, flooring and cabinetry, to be provided by the building owner as part of the initial construction buildout of the space. Having completed these phases, our attention over the next few weeks will be focused on selecting furnishings for the staff and public spaces. This process will include conducting thorough inventories of existing furniture to evaluate its current condition, the likelihood that it would remain fully functional if moved, and the overall aesthetic and operational support the furniture would lend to the new work environment. We will also be visiting showrooms to explore options for new and gently used furniture.

WLS staff have been actively preparing for the pending move by reviewing, consolidating and weeding paper files in compliance with the records retention policy. Our overall goal is to

reduce paper file storage in the new space to create a more flexible and open work space for all staff. The public spaces will include a 30-seat training center, an auditorium space that could seat up to 120 individuals, and an innovation lab that will allow library staff to gain hands-on experience with emerging technology to support library efforts to be technology leaders in their communities. Based on our existing needs, we do not anticipate any difficulties in putting these new public service spaces into constant use.

### Librarian of Congress

President Barack Obama has nominated Dr. Carla D. Hayden as the next Librarian of Congress. Dr. Hayden has extensive public library experience and is viewed by the library community as a strong leader who could successfully guide the Library of Congress into a full embrace of current and future digital technologies. Through her leadership as Chief Executive Officer of the Enoch Pratt Library in Baltimore, MD, and Chief Librarian of the Chicago Public Library, Dr. Hayden helped these institutions transform from late-comers into trend setters in the digital literacy and emerging technology realms. She has served as an Assistant Professor for Library and Information Science at the University of Pittsburgh and was President of the American Library Association (ALA).

Current ALA President Sari Feldman stated, "Hats off to President Obama for nominating Dr. Hayden, a professional librarian uniquely positioned with the leadership and management skills and understanding of digital technology to make the Library of Congress the pre-eminent national library in the world, highly valued by and serving all Americans as a treasured resource."

The New York Alliance of Library Systems (NYALS), of which WLS is a member, fully endorses Dr. Hayden's nomination and has sent letters of support to key officials in Washington, DC. As the nomination process moves forward, WLS and member library trustees will be notified about contacting their U.S. Senator in support of her nomination.

### Library Advocacy Day

The Library Advocacy Day activities in Albany got off to an early start with the New Yorkers for Better Libraries Political Action Committee (PAC) Gala Fundraiser that was held on Tuesday, March 1<sup>st</sup>. As part of the PAC's mission to increase awareness about the value and importance of libraries throughout New York State, the PAC presents library champion awards to legislative leaders who have consistently shown exemplary support of libraries. This year New York State Assemblyman Tom Abinanti (92<sup>nd</sup> AD) received the PAC's Ex Libris Award in recognition of his longstanding position as a faithful friend and champion of libraries. Assemblyman Abinanti represents the towns of Greenburgh and



Mount Pleasant and the villages of Ardsley, Dobbs Ferry, Hastings-on-Hudson, Irvington, Sleepy Hollow, and Tarrytown; and he currently serves as Chair of the NYS Assembly's Committee on Libraries and Education Technology. Prior to serving in the NYS Assembly, he was on the Westchester County Board of Legislators and was a strong and consistent supporter of WLS and the member libraries.

Thanks to the efforts of all those who attended Library Advocacy Day this year, we were able to visit all 14 offices of legislators who represent Westchester County. A group of 16 supporters representing 11 member libraries and WLS made the journey to Albany a success. A special thanks goes to the staff and volunteers who drove up to Albany, arranged and led the advocacy meetings and who spoke from the heart about the importance of public libraries in their communities—as well as to all who contacted their Legislators via email or local contacts.

This year's proposed Executive Budget for FY 2016-2017 included \$91.6 Million in Library Aid. This amount is a 0% increase over last year's enacted budget and is 11% less than the \$102.6 Million that is required by Education Law. The proposed Executive Budget also includes \$14 Million for the Library Construction Aid Program. This represents a 0% increase since 2006. Over the past 10 years the cost of living has increased almost 20% and Legislators were encouraged to increase this construction aid funding to \$30 Million. The libraries represented at Library Advocacy Day as well as many other member libraries have received funds from the Library Construction Aid Program.

There is still time to let the legislators that represent your library know that an increase to Library Aid and Library Construction Aid is vital. Go to the [New York Library Association's \(NYLA\) online advocacy page](#) and send an email message to speak up for the importance of funding libraries.

### ***Breakfast with Barney Frank/Celebrating Westchester Libraries: Speak Up @ Your Library***

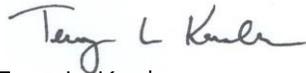
WLS's annual celebration of American Library Association's National Library Week will take place on April 13<sup>th</sup> at the Tappan Hill Mansion in Tarrytown at 8:30 am. The theme this year is *Speak Up @ Your Library* and will feature a breakfast with guest speaker Barney Frank, former Congressman from Massachusetts. This event highlights the important civic discourse and engagement roles performed by libraries and raises the overall visibility of the member public libraries and WLS. Every member library has been encouraged to participate in the Souvenir Journal with a sponsored page to highlight how individuals have been able to speak up at their library. Each library's sponsored page will be replicated as a poster and unveiled at the breakfast. The WLS Trustees Award will be presented to the winner during the event.

Tickets, sponsorships and journal information are available on the WLS website or by calling Pat Brigham at 914-231-3241. Sponsorships and proceeds from the breakfast will support mini-grants to fund public library programming in the member libraries.

**Future Events**

April 5-9            Public Library Association (PLA) Conference – Denver, CO  
April 13            WLS Celebrating Westchester Libraries Breakfast with Barney Frank –  
                          Tappan Hill, Tarrytown  
May 6                Westchester Library Association (WLA) Annual Conference – Tarrytown, NY  
May 6-7            Library Trustees Association of NYS (LTA) Annual Trustee Institute – Plattsburgh,  
                          NY

Respectfully submitted,



Terry L. Kirchner  
*Executive Director*

LIST OF VISITS AND MEETINGS ATTENDED  
February 20 –March 20, 2016

**FEBRUARY**

- 22 Webinar: *Essentials for Library Directors 2016*  
NonProfit Westchester (NPW) Conference Call  
Touchstone Creative Aging Follow-up Interview  
Elise Burke, Executive Assistant
- 23 Rob Caluori, Director of Information Technology (IT)
- 24 NPW Executive Committee  
Pat Brigham, Director of Development
- 25 Webinar: *Niche Academy*
- 29 Reference A to Z  
Elise Burke, Executive Assistant

**MARCH**

- 1 Public Library System Directors Organization (PULISDO) Meeting – Albany, NY
- 2 New York Library Association (NYLA) Library Advocacy Day – Albany, NY
- 3-4 Vacation
- 8 Pat Brigham, Director of Development  
Rob Caluori, Director of IT  
Elena Falcone, Director, Public Innovation & Engagement (PIE) re Family Literacy Grant  
Amanda O’Leary, Project Manager, Dennis Noskin Architects, Tarrytown
- 9 Palmer Institute Public Library Administrators’ Certificate Program, Instructor, *Course: Principles of Public Library Organization & Management*  
Doug Young, Chief Executive Officer (CEO)/Head Coach, The Wiser Choice  
Pat Brigham, Director of Development; Laura Rossi, Executive Director, Westchester Community Foundation  
New York State Library Division of Library Development Conference Call with PULISDO
- 10-14 Vacation
- 15 Rob Caluori, Director of IT  
Haina Just-Michael Radio Interview for WVOX, New Rochelle
- 16 Palmer Institute Public Library Administrators’ Certificate Program, Instructor, *Course: Principles of Public Library Organization & Management*  
WLS Staff Meeting  
Joe Levy, Sales Representative, Recorded Books, Inc.
- 17 Public Library Directors Association of Westchester (PLDA) General Membership Meeting  
Douglas Wray, Manager, Cataloging Services  
Pat Brigham, Director of Development  
Bedford Hills Free Library Community Conversations
- 18 Family Task Force Meeting  
Steven Kaplow, Creative Director/Vice President, Creative & Communications Services, Berlin