
Executive Director's Report November 2017

(covering time period of October 18 – November 17, 2017)

58th WLS Annual Meeting: "Creating the Future"

Over 60 library directors, trustees, staff, government officials, and friends attended WLS's 58th Annual Meeting held in our Headquarters in Elmsford. Accomplishments from 2016-2017 were reviewed, and a video outlining many of WLS's direct services such as Westchester Seniors Out Speaking (WSOS), HSE (High School Equivalency) Connect! and the WEBS program was shown. NYS Assembly members Shelley Mayer [90th District], Steven Otis [91st District], Thomas Abinanti [92nd District] and Sandra Galef [95th District] as well as NYS Senator [37th District] and newly elected Westchester County Executive George Latimer shared a few remarks and thanked the libraries for the important support they provide their communities. The WLS Business Meeting was led by WLS President Cathy Draper; and two new trustees were elected: Jonathan Marshall, WLS District 2 [Briarcliff Manor, Ossining, Tarrytown] and Karen Kelley, WLS District 12 [Peekskill]. Ms. Draper was elected to a second term for District 9 [Bronxville, Eastchester, Pelham, Tuckahoe].

New York State Regent Judith Johnson and State Librarian & Assistant Commissioner for Libraries Bernard A. Margolis engaged in a panel discussion that addressed creating public libraries' future. Ms. Johnson highlighted how schools and libraries can look at encouraging civic values and skills for successful citizenship. Mr. Margolis focused on three major themes of equity; what makes libraries unique; and the use of more flexible planning strategies that will allow for change and growth. Just as the methods of delivering service in the classrooms and in libraries have changed, so must schools and libraries look at ways to transform their service to reflect the 21st century.

Helping All Trustees Succeed (HATS) Mini-Webinars for Public Library Trustees

Designed to help New York State public library trustees have the skills and knowledge needed to effectively govern their public libraries, nine mini-webinars have been posted on the [New York State Library's website](#). Each webinar is less than 15 minutes in length and covers a variety of topics that include the following:

1. Libraries in NY: Origin, Oversight & Organization
2. Open Meetings Law: Transparent and Accountable Governance
3. Role of the Board President
4. The Public Library Treasurer: Their Role and Legal Responsibilities
5. Board Evaluation: A Key to Your Library's Success
6. Director Evaluation: A Key to Your Library's Success
7. Hiring Your Library CEO: The Future of Your Library Depends on It

8. Strategic Planning Part One: Creating a Path for the Future
9. Strategic Planning Part Two: Creating a Path for the Future

I recommend that all Trustees take the time to view these webinars to learn something new or to refresh their knowledge about basic state regulations, trustee responsibilities, and best practices for library operations.

The nine webinars are a product of the collaborative efforts of the library community in New York State. The Public Library Systems Directors Organization (PULISDO), the Library Trustees Association of New York State (LTA), the New York Library Association (NYLA), the New York State Library, trustees, and library directors from around the State assisted the HATS (Helping All Trustees Succeed) Team to shape the curriculum, content and delivery of the webinar series. Creation of this webinar series is one outcome of the New York State Library's participation in the 2015 ILEAD USA Initiative, a partnership project with the Illinois State Library, the New York Library Association and the Mid York Library System.

Survey on the Revised Draft of the Minimum Standards for Public and Association Libraries in NYS

The revised draft of the [Minimum Standards for Public and Association Libraries in New York State](#) has been posted on the State Library's website. Last updated twenty years ago, the proposed changes in library standards will require amendments to [Commissioner's Regulations 90.2 Standards for registration of public, free association and Indian libraries](#). Commissioner's Regulations 90.2, together with [Education Law 254 Standards of library service](#), provides baseline definitions of what it means to be a public and association library in New York State.

The revisions strive to clarify the library board's roles and responsibilities and to better align with the *Handbook for Library Trustees in New York State*. Standard #10 concerning technology was updated to better support the infrastructure needs of modern technology and telecommunications and Standard #11 was revised to clarify that basic information about the library, its governance and its services should be available to the community both in print and online. In addition, several new standards are also introduced:

Standard #9: Programming: As members of the University of the State of New York, and as community-based education institutions, public libraries have an important and unique role to play in meeting the education needs of their communities and should therefore provide library programming that addresses the needs of lifelong learners of all ages.

Standard #13: Staff technology training: Library staff would be required to receive annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.

Standard #14: Creating partnerships: Libraries should establish and maintain partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.

The proposed standards include provisions to help all libraries succeed in meeting these baseline definitions – including a three-year phased-in approach for implementation and provisions for

variances. An online survey to gather feedback regarding the revised draft is available online until December 18, 2017, at <https://www.surveymonkey.com/r/6N38BX6>.

Westchester County Budget 2018

The 2018 Westchester County Budget Proposal released by County Executive Rob Astorino included \$1 Million in funding for WLS, which is the same amount received last year. The proposed funding would be used to support family/early literacy, youth job readiness, Career and Educational Counseling Services (WEBS), consumer education on health and related services for those 60+, interlibrary loan and the delivery service. The Westchester County Board of Legislators will be holding three public hearings on the budget:

- Tuesday, November 21st, 7 PM – Yonkers Public Library/Riverfront Library
- Wednesday, November 29th, 7 PM – Mount Kisco Public Library
- Wednesday, December 6th, 7 PM – Board of Legislators Chamber, 148 Martine Avenue, 8th floor, White Plains

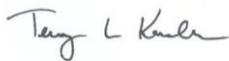
All WLS Trustees are encouraged to reach out to their county legislators and to thank them for their ongoing financial support for WLS and the member libraries.

Future Events

2018

January 17	Westchester Library Association (WLA) Mid-Winter Conference, Ossining Public Library
February 9-13	American Library Association (ALA) Mid-Winter Conference, Denver, CO
March 20-24	Public Library Association (PLA) Conference – Philadelphia, PA
April 27-28	Library Trustee Association (LTA) Trustee Institute – Uniondale, NY

Respectfully submitted,



Terry L. Kirchner
Executive Director

LIST OF VISITS AND MEETINGS ATTENDED
October 18 – November 17, 2017

OCTOBER

- 18 Palmer School Public Library Administration Certificate Program-Course LIS703: Public Library Finance
Pat Brigham, Director of Development
Webinar: *TechKnowledge*
New Yorkers for Better Libraries Conference Call
Webinar: *When Immigration Officials Come Knocking at Work*
- 19 Public Library Directors Association (PLDA) General Membership Meeting
Tutor.com WLS Introduction
WLS Budget Committee
- 20 Family Task Force, White Plains
United Way LEARN Group
Joe Levy, Recorded Books
- 21 Battle of the Books, Hendrick Hudson High School, Montrose
- 23 WebEx: NoveList Enhanced Linked Data
Elise Burke, Executive Assistant
- 24 NonProfit Westchester (NPW) County Executive Candidate Forum, Westchester Community College, Valhalla
Rob Caluori, Director of IT
WLS Board Meeting
- 25 Palmer School Public Library Administration Certificate Program-Course LIS703: Public Library Finance
Pat Brigham, Director of Development
Hui Sheng, Manager, eContent & Resource Sharing
Bill Klein, Portfolio Manager, Keystone Property Group
- 26 NPW Executive Committee
SirsiDynix Operations Conference Call
Douglas Wray, Manager, Cataloging Services
Elena Falcone, Director, Public Innovation & Engagement (PIE)
Community Conversations, John C. Hart Memorial Library, Shrub Oak
- 27-31 Vacation

NOVEMBER

- 1 Vacation
- 3 LibraryAware Demonstration
- 6 SirsiDynix Onsite Meeting
- 7 NPW Finance Affinity Group: *Cybersecurity*
Public Library System Directors (PULISDO) and NYS Library Division of Library Development Conference Call
- 8 Palmer School Public Library Administration Certificate Program-Course LIS703: Public Library Finance
Pat Brigham, Director of Development
Hui Sheng, Manager, eContent & Resource Sharing
Webinar: *Changing eBooks Providers Made Easy*
Doreen LoBalbo, Vice President, Treasury Management Officer, TD Bank; Ryan Fohl, Vice President, Government Banking, TD Bank; Fran Feuerman, WLS Chief Financial Officer
Rob Caluori, Director of IT
- 9 Karen Kelley; Francine Feuerman, WLS CFO
- 13 NPW Executive Committee Meeting
- 14 Association of Fundraising Professionals (AFP) National Philanthropy Day, Tarrytown
PLDA Finance & Central Library/e-Content Committee

NOVEMBER (continued)

- 15 NPW Board Meeting
Pat Brigham, Director of Development
Elena Falcone, Director, PIE; Pat Brigham, Director of Development, re Community Conversations
Rob Caluori, Director of IT
- 16 WLS 58th Annual Meeting
PLDA General Membership Meeting
Westchester Library Association/WLS Program: *Using Improv to Improve Your Performance at Work*
NPW Chief Executive Officer/Executive Director Affinity Group, White Plains
- 17 Webinar: *Grow2Gig+ - E-rate and the Homework Gap*