

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
January 28, 2025 – Approved February 25, 2025

ORGANIZATIONAL MEETING

The Annual Organizational Meeting of the Westchester Library System was called to order by Susan Morduch, President, at 6:02 p.m. and held in-person at the WLS Headquarters in Elmsford. The quorum requirement was met with the following people in attendance:

Board Members present: Andrea Bober, Robert Cartolano, Nishat Hydari, Wes Iwanski, Alice Joselow, Karen Kelley, Maureen LeBlanc, David Mener, Julie Mills-Worthey, Susan Morduch, Patricia Phelan, Barbara Tepper, Diane Tabakman, Karen Zevin

Board Members absent: Anthony Amiano

Also present from WLS: Terry Kirchner, Rob Caluori, Patricia Brigham, Wilson Arana, Allison Midgley, Kate Meyer

Public Library Directors Association (PLDA) Representative: Erik Carlson, Director, Dobbs Ferry Public Library

ACTION ITEM

Election of WLS Officers: Ms. Morduch introduced Karen Kelley, Chair of the WLS Nominating & Board Development Committee, who introduced the following slate of executive officers for 2025:

President – Nishat Hydari

Vice President – Anthony Amiano

Secretary – Diane Tabakman

The term of office of all elected officers shall be one year and no member of the Board may serve as President for more than two consecutive years. Article III of the WLS Bylaws contains the Duties of Officers. The office of Treasurer has been appointed, and Maureen LeBlanc has agreed to serve as Treasurer. The Board approved the slate of executive officers for 2025 on a motion by Wes Iwanski and seconded by Ms. LeBlanc. The motion passed unanimously.

Additionally, The Oath of Office required by New York State for public library system trustees was administered to the reelected trustees Wes Iwanski, Patricia Phelan and Diane Tabakman.

There being no further business, the organizational meeting adjourned at 6:07 p.m. on a motion by Ms. Mills-Worthey and seconded by Ms. Kelley. The motion was approved unanimously.

REGULAR MEETING

The Regular Meeting of the Westchester Library System was called to order by Nishat Hydari at 6:07p.m.

The quorum requirement was met with the following people in attendance:

Board Members present: Andrea Bober, Robert Cartolano, Nishat Hydari, Wes Iwanski, Alice Joselow, Karen Kelley, Maureen LeBlanc, David Mener, Julie Mills-Worthey, Susan Morduch, Patricia Phelan, Barbara Tepper, Diane Tabakman, Karen Zevin

Board Members absent: Anthony Amiano

MINUTES

The minutes of the Annual Meeting and Regular Meeting Minutes of November 19, 2024, were approved on a motion by Mr. Iwanski and seconded by Ms. Tepper. The motion passed unanimously.

FINANCIAL REPORTS

Mr. Caluori presented the payment registers for November and December 2024. Mr. Caluori presented the financial statements highlighting significant positive and negative variances for the December and the year-end reports. This included a discussion of the large computer purchase, its deployment status and the impact on the Balance Sheet and Income Statement. He also discussed temporarily restricted assets noting that WLS was able to close many of the older open categories of assets and minimize what is carried over into the new year. The financial reports for November and December 2024 passed on a vote of 13-0-1, with Mr. Cartolano abstaining.

PRESIDENT'S REPORT

Ms. Hydari thanked Ms. Morduch for her hard work as WLS Board President for the past year and thanked the Board for the opportunity to serve as Board president. Ms. Hydari noted that there were 2 items for the Board to complete: Code of Ethics and Conflict of Interest Policy and the Board Committee sign-up sheet.

COMMITTEE REPORTS

Audit/Finance Committee: Mr. Caluori reported that the auditors are receiving information as requested and will be on site the week of February 19, 2025.

Nominating & Board Education: Ms. Kelley, Chair, noted there are two upcoming Trustee Handbook Book Clubs: April 30, 2025, 5:00 PM-6:30 PM – Trustee Handbook Book Club – Board Development: Recruitment, Orientation, Education and Evaluation, and July 15, 2025, 5:00 PM-6:30 PM – Trustee Handbook Book Club: Recruiting & Retaining Quality Staff. All are encouraged to attend.

EXECUTIVE DIRECTOR'S REPORT

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

- WLS is working in conjunction with the Ramapo Catskill and Mid-Hudson Library Systems to provide transportation up to Albany for Library Advocacy Day on February 5th, 2025. Dr. Kirchner stressed the importance of reaching out to local legislators to advocate for funding.
- Dr. Kirchner noted that Federal Executive Orders that are issued will be only as effective as their implementation, which is unknown. He noted that larger libraries with immigrant communities are having a hard time getting patrons to show up for programs. Neighbors Link is a good first resource for immigration questions. A Neighbors Link workshop on February 11th entitled An Immigration Update for Library Staff and Trustees, will be held online, Tuesday, February 11, 2025, from 1:00 PM-2:00 PM. This webinar will help library staff and trustees better understand what migrant families are facing with the new federal administration and how libraries can help answer questions that may arise by staff or the public. This includes information on working with Immigration and Customs Enforcement (ICE) policies and officers, policies and procedures related to expedited removal, library and community safety plans and local community resources to use and share.
- Mount Vernon Public Library's 2023 Annual Report is almost complete, and their goal is to complete the 2024 Annual Report on time.
- There are vacancies at the following libraries: Mamaroneck Public Library (Director), Purchase Free Library (Director), along with a retirement announcement from Mount Pleasant Public Library.
- Dr. Kirchner thanked the Board of Trustees and the Staff of WLS for all their hard work in 2024.

PLDA LIASON'S REPORT

Erik Carlson, PLDA Vice President and WLS Board Liaison, introduced himself and provided the PLDA Liaison's Report covering the January PLDA Meeting.

- PLDA is looking into a combined Finance / E-Content committee.
- PLDA as a collective body did not endorse system wide participating in the Patron Point Verify platform that would allow for online library card renewal. WLS IT staff are exploring options for moving forward with the Patron Point Verify and other modules on a group purchasing approach for libraries that would like to utilize these options.

ADJOURNMENT

Having completed its agenda, the Board adjourned its meeting at 7:09 p.m. on a motion by Ms. Tabakman and seconded by Ms. Zevin that passed unanimously.

Respectively submitted,

Diane H. Tabakman

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Secretary