

**WESTCHESTER LIBRARY SYSTEM**  
**Trustee Meeting**  
**February 26, 2008 – Approved March 25, 2008**

**REGULAR MEETING**

The Regular Meeting of the Westchester Library System was called to order by Patricia Fontanella, President, at 6:07 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Mary Amato, Patricia Dohrenwend, Dave Donelson, Deborah Fay, Patricia Fontanella, Barbara Hickernell, Norman Jacknis, Naseem Jamali, Marie Grace Mutino, Sue Neale, John Sorice

Board members absent: Mary Ellen Forte, Hope Furth, LaRuth Gray, Blanca Lopez

Also present from WLS were: Siobhan Reardon, Rob Caluori, Rachel Charny, Nancy Coradin, Robin Osborne, Steven Pisani, Judith Rovenger, John Sexton, John Smith, Elaine Sozzi, Francine Vernon

PLDA Representative: Jane Marino, Director, Bronxville Public Library

Guest: Marilyn Johnson, Author

**MINUTES**

The minutes of the meeting of January 29, 2008 were approved as submitted on a motion by Ms. Hickernell and seconded by Ms. Neale. The motion passed unanimously.

**FINANCIAL REPORTS**

Mr. Smith presented the financial reports. Ms. Reardon noted that WLS is in a better fiscal position than anticipated and complimented the WLS Managers for watching their budgets more closely. The financial reports for December 2007 and January 2008 were approved on a motion by Mr. Donelson and seconded by Ms. Dohrenwend. The motion passed unanimously.

**ACTION ITEMS**

*Acceptance of the 2007 WLS System Annual Report to New York State:* An Annual Report for Library Systems must be submitted each year to New York State's Division of Library Development. The report covers operational and financial statistics and includes a section to document the accomplishments made throughout the year, many of which were highlighted.

The Board reviewed and accepted the WLS System Annual Report on a motion by Dr. Jacknis and seconded by Ms. Dohrenwend. The motion passed unanimously.

## **PRESIDENT'S REPORT**

Ms. Fontanella thanked Ms. Reardon for her presentation on the budget process for the Trustee Institute held on February 7<sup>th</sup>. It was extremely well done, and may be worth repeating each year.

Ms. Fontanella noted that there is room for growth for participation on the part of member library trustees, directors and staff in WLS events. She suggested that each WLS Trustee reach out to the Board Presidents of the libraries they represent to keep them informed and getting the word out about things happening in the library community. Samples of information to share include the upcoming events of the WLS Book & Author Lunch on April 17<sup>th</sup>, New York State Association of Library Boards (NYSALB) Trustee Institute on May 2<sup>nd</sup>-3<sup>rd</sup>, and the WLS Trustee Institute with Gerry Nichols on June 5<sup>th</sup>.

It was agreed by consensus to keep the same committee structure in place for 2008: Audit Committee (Chair, John Sorice); Budget Committee (Chair, Hope Furth); Governance Issues Committee (Chair, Norman Jacknis); Nominating Committee (Chair, Mary Ellen Forte); Events Committee (Chair, Mary Amato); Funding Committee (Chair, Dave Donelson). This committee structure will be reviewed towards the end of the year.

## **COMMITTEE REPORTS**

Ms. Amato reported on the Events Committee. A number of items were covered including the African-American Literary Tea, the Book & Author Luncheon, and WLS's upcoming 50<sup>th</sup> Anniversary.

## **DIRECTOR'S REPORT**

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

Ms. Reardon asked Mr. Pisani to introduce Nancy Coradin, WLS's new Spanish Language Cataloger. Ms. Coradin had worked with New York Public Library over the past 19 years, most recently with the Bronx Library Center. In her capacity at WLS, she will be working on WLS's Spanish Language catalog entries and cross references as well as improving and expanding on the member libraries Puerto Rican and Latino collections.

Ms. Reardon noted that the Health Advocacy Resource Center at the John C. Hart Memorial Library in Shrub Oak is scheduled for a soft opening on March 25<sup>th</sup>. Marleise Brosnan's internship is ending May 2008, and recruitment is underway to find another coordinator.

The New York Library Association (NYLA) Lobby Day is on March 11<sup>th</sup> in Albany, New York; and a budget hearing sponsored by Assemblyman George Latimer and State Senator Suzi Oppenheimer is scheduled for March 6<sup>th</sup> in Rye Brook. Assemblywoman Amy Paulin, Chair of the Assembly Committee on Libraries and Education Technology, has also sent out a letter to her colleagues on the Westchester Delegation to support the restoration of the \$5 million cut scheduled in the Governor's Executive Budget for library systems. All trustees and Advocates were encouraged to attend the meetings or email their local legislators to support this restoration.

Ms. Reardon mentioned that the Contra Costa County Library in California is scheduled to install the first Library-a-Go-Go machine (bokomaten) in April. The program is being supported by grants from the California State Library and the Bay Area Library and Information System and Baker & Taylor, Inc. Tuckahoe Public Library has installed a catalog-only touch-screen kiosk.

A number of upcoming events were noted. The Public Library Association (PLA) Conference is being held in Minneapolis, Minnesota, on March 25<sup>th</sup>-29<sup>th</sup>. The 17<sup>th</sup> Annual Book and Author Luncheon will take place on April 17<sup>th</sup> at the Trump National Golf Club. Three of our four authors have been selected: Dee Dee Myers, *Why Women Should Rule the World*; Andrew Gross, *The Dark Tide*; and Josh Swiller, *The Unheard, A Memoir of Deafness and Africa*. Ernie Anastos, TV Anchor, will be this year's host. On the same day, April 17<sup>th</sup> as well as April 18<sup>th</sup>, Ms. Osborne will be hosting another *Bridges Out of Poverty* event.

A number of resumes were received for the Director of External Relations position; and Mr. Donelson has agreed to assist with the interviews.

## **DEPARTMENT PRESENTATION**

Rachel Charny, Manager of the Office of Professional Development, spoke about this Department's work which primarily provides training of library staff on a variety of topics.

## **PLDA REPRESENTATIVE**

Ms. Marino reported that at the February PLDA meeting Nancy Coradin was also introduced; Lois Steinberg did a presentation on the Health Advocacy Resource Centers; a motion regarding the fee for a non-resident system card was tabled to obtain more information; a decision was made to use the March 2007 statistics for April 2007 due to the loss of data from the migration for the Annual Reports; and the IT program promotion as well as a pricing plan for Westlynx were also discussed.

Thanks to Rachel for hosting the Adult Services Librarians Meeting in January and re-starting these services. The PLDA Strategic Plan Committee will be looking at the WLS Plan as a model for goal areas. The Central Library Exploratory Committee is looking into the central library's role in collection development.

## **OTHER**

Dr. Jacknis thanked the WLS staff and board members for attending the farewell event, as he moves on from being the Chief Information Officer of Westchester County.

## **ADJOURNMENT**

Having completed its agenda, the Board adjourned its meeting at 7:40 p.m. on a motion by Mr. Jamali and seconded by Mr. Sorice. The motion passed unanimously.

The next regular meeting of the WLS Board of Trustees is scheduled to take place on **Tuesday, March 25, at 6:00 p.m.** at WLS headquarters, 540 White Plains Road, Tarrytown, NY.

Respectfully submitted,

Sue Neale, Secretary