

**WESTCHESTER LIBRARY SYSTEM**  
**Trustee Meeting**  
**November 3, 2008 – Approved December 9, 2008**

**REGULAR MEETING**

The Regular Meeting of the Westchester Library System was called to order by Patricia Fontanella, President, at 6:06 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Patricia Dohrenwend, Dave Donelson, Patricia Fontanella, Mary Ellen Forte, Barbara Hickernell, Naseem Jamali, Marie Grace Mutino, John Sorice

Board members absent: Mary Amato, Deborah Fay, Hope Furth, LaRuth Gray, Norman Jacknis, Sue Neale

Also present from WLS were: Rob Caluori, Wayne Hay, John Smith

**MINUTES**

The minutes of the meeting of September 30, 2008, were approved as submitted on a motion by Ms. Dohrenwend and seconded by Mr. Donelson. The motion passed unanimously.

**FINANCIAL REPORTS**

The financial reports through September 2008 were approved as presented on a motion by Ms. Dohrenwend and seconded by Mr. Jamali. The motion passed unanimously.

Mr. Smith agreed to add projections through 2008 to the financial report for the next board meeting.

**ACTION ITEM**

***Variance Request Form for Briarcliff Manor Public Library:*** Ms. Fontanella noted that the Briarcliff Manor Public Library is once again submitting a Variance Request with regard to NYS Minimum Standard #8 [Maintains a facility to meet community needs, including adequate space, lighting, shelving, seating, and restroom].

Ms. Fontanella noted that the WLS Board has approved several variances as this has been an ongoing issue. The Briarcliff Manor's referendum to spend \$4 Million on a new village library did pass back in November 2006; and construction has been underway ever since. Completion of the entire project is anticipated for the end of 2008.

The Variance Request was approved on a motion by Dr. Mutino and seconded by Mr. Sorice. The motion passed unanimously.

## INFORMATION ITEM

**Revision to WLS By-Laws:** Ms. Fontanella noted that during the staff retreat, it was suggested to better define the Executive Committee. The suggested wording better states that the Executive Committee is made up of the four officers of the Board plus the immediate Past President. This amendment was presented a month before the vote will be taken in accordance with the By-Laws. The amendment will be voted on at the next meeting.

## PRESIDENT'S REPORT

Ms. Fontanella noted that following the next few board meetings, a working group facilitated by Ms. Dohrenwend will be held to discuss a few topics. This idea came out of the board retreat held in September, and the topics to be covered are: 1) clear expectations for the new Executive Director; 2) system assessment of evolving priorities; 3) vibrant interface at the trustee level; and 4) establishing accountability of trustees to the institution. In addition, the role of communication will be explored.

## COMMITTEE REPORTS

**WLS Search Committee:** Mr. Donelson reported no further information at this time.

**WLS Special Events Committee:** Ms. Fontanella noted that the next Special Events Committee is scheduled for Thursday, November 6<sup>th</sup>. The Board was reminded that WLS's 49<sup>th</sup> Annual Meeting is on November 18<sup>th</sup> at the Scarsdale Public Library with keynote speaker George Cigale, Founder and Chief Executive Officer of tutor.com. A press conference has also been scheduled prior to this event to highlight the upcoming 50<sup>th</sup> Anniversary celebration for WLS. More details regarding this press conference will be provided after this week's committee meeting.

## INTERIM DIRECTOR'S REPORT

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

Mr. Smith happily announced that the GoLibrary unit is up and running! A demonstration was held on October 20<sup>th</sup> and over 50 people signed up for library cards. People are very excited about this new service, and Mr. Hay and Wilson Arana were congratulated for seeing this project through. The unit for Scarsdale is ready for installation, and the John C. Hart Memorial Library in Shrub Oak has received a grant from Vincent Leibell toward the purchase of a unit. The Field Library in Peekskill and the Hendrick Hudson Free Library in Montrose are also seeking funds to support their own units. Representatives from Queens Public Library also came for a demonstration of the GoLibrary unit.

The WLS Budget Committee had two meetings in October and have begun their work on the FY2009 WLS budget. The State funding situation will be better known after the special

legislative session is held on November 18<sup>th</sup> in Albany. Because of this delay, it was suggested that the WLS November Board Meeting scheduled for November 25<sup>th</sup> be postponed to early December. It was agreed that the next regular WLS Board Meeting will be held on Tuesday, December 9<sup>th</sup>, at the regular time and place unless a quorum cannot be reached. The trustees will be polled for their availability, and a confirmation of this change will be sent.

The Public Library Directors Association (PLDA) Finance Committee met to discuss the Information Technology (IT) portion of the FY2009 WLS Budget. This will then be presented at the PLDA general membership meeting later this month.

Two rallies for libraries have been scheduled by New York Library Association (NYLA) to let legislators know that now is not the time to cut to library funding. One is scheduled during the upcoming NYLA Conference in Saratoga Springs; and the other is scheduled in Albany during the special legislative session on November 18<sup>th</sup>. While the second rally is on the same day as our Annual Meeting, we do have a number of people who will attend to represent WLS.

### **PLDA REPRESENTATIVE**

The PLDA report will be given at the next meeting.

### **ADJOURNMENT**

Having completed its agenda, the Board went into Executive Session at 6:55 p.m. to discuss a personnel matter on a motion by Mr. Donelson and seconded by Ms. Dohrenwend, which passed unanimously. The executive session adjourned at 7:25 p.m., and the WLS Board re-convened the regular meeting at 7:26 p.m. on a motion by Ms. Dohrenwend and seconded by Mr. Jamali; the motion passed unanimously. The board decided to appoint Terry L. Kirchner as the next WLS Executive Director on a motion by Ms. Dohrenwend and seconded by Mr. Jamali. The motion passed unanimously. The Board adjourned its meeting by consensus at 7:30 p.m.

Respectfully submitted,

Elise Burke, Recording Secretary