

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
September 30, 2008 – Approved 11/3/2008

REGULAR MEETING

The Regular Meeting of the Westchester Library System was called to order by Patricia Fontanella, President, at 6:04 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, Mary Ellen Forte, Hope Furth, Naseem Jamali, Marie Grace Mutino, Sue Neale, John Sorice

Board members absent: LaRuth Gray, Barbara Hickernell, Norman Jacknis, Blanca Lopez

Also present from WLS were: Rob Caluori, Wayne Hay, Robin Osborne, Steven Pisani, John Smith, Elaine Sozzi

PLDA Representative: Jane Marino, Director, Bronxville Public Library

Guest: Marilyn Johnson, author

AGENDA

The Board approved amending the agenda to include an Executive Session to discuss a personnel matter following the regular business of the meeting on a motion by Ms. Neale and seconded by Ms. Dohrenwend. The motion passed unanimously.

MINUTES

The minutes of the meeting of August 19, 2008, were amended to correct a typographical error to the word “coordination” in the following sentence on Page 5, in the fifth paragraph, to read as follows:

“HRG will also *coordinate* with WLS and Co-Communications on the marketing and communication aspects of the celebration.”

The minutes amended as above were approved on a motion by Mr. Sorice and seconded by Mr. Jamali. The motion passed unanimously.

FINANCIAL REPORTS

The financial reports through August 2008 were approved as presented on a motion by Mr. Donelson and seconded by Ms. Amato. The motion passed unanimously.

INFORMATION ITEM

Westlynx Pricing Formula: Mr. Smith gave an update to the Westlynx pricing formula for IT services, which WLS along with the PLDA finance committee had been asked to evaluate to determine its relevance. While the current formula is based on the number and type of PCs located at a library and has been used for over twenty years, a new model was suggested that charges for services in three distinct cost areas: the support of the catalog, costs associated with maintaining PC's and telecommunication charges and databases. Because this model created a significant increase (*15% or more*) for a number of libraries, the Directors at the July PLDA meeting were reluctant to recommend its implementation. At the September PLDA meeting, the group overall felt that additional work needs to be performed to minimize the financial impact of any new pricing model. The PLDA finance committee and WLS staff will continue this work, with the goal of having a final recommendation by June 2009.

PRESIDENT'S REPORT

Ms. Fontanella read a thank you note received from Siobhan Reardon.

Ms. Fontanella also read a letter from Trustee Blanca Lopez, who due to professional commitments and family obligations, is resigning from the WLS Board. Ms. Fontanella will inform the libraries represented by District X (Port Chester-Rye Brook Public Library and Rye Free Reading Room).

The Board Retreat held on September 27th was successful, and Ms. Fontanella thanked all those who participated.

Ms. Fontanella also thanked the WLS Managers for their informative Department Reports and reminded all that the WLS Trustee Institute is being held tomorrow evening.

COMMITTEE REPORTS

WLS Search Committee: Mr. Donelson reported on the process followed to fill the Executive Director position. The Committee has not yet come to a final decision but will bring their recommendation to the board soon.

WLS Special Events Committee: Ms. Amato reported that the Special Events Committee met twice in September. Details for WLS's 49th Annual Meeting were discussed. The Annual Meeting will be held on November 18th at the Scarsdale Public Library with keynote speaker George Cigale, Founder and Chief Executive Officer of tutor.com.

Hospitality Resource Group (HRG), the firm assisting with the event planning, came up with a special logo for the 50 Anniversary year along with the tagline: "Celebrating Fifty Years of Innovation, Support and Service." The logo was reviewed by the board and a few changes were suggested. The final approval for the logo was delegated to the Committee.

A kick-off press conference for the 50th Anniversary celebration will be held prior to the Annual Meeting. Member libraries will also be asked for trivia regarding their libraries to be used throughout the celebration year. In addition, three awards to go along with the theme of innovation, support and service will be implemented. Other ideas were also discussed.

The Special Events Committee is scheduled to meet again on October 7th at 4:00 p.m. at WLS.

INTERIM DIRECTOR'S REPORT

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

Mr. Smith assured that despite the current economic climate, our funds are safe in an FDIC insured account. In addition, WLS has entered into a collateral agreement with JPMorgan Chase bank that insures all of our deposits for 102% of their value.

Unfortunately, the prospects for the FY2009 State funding are not good. Mr. Smith, Ms. Fontanella, and Mr. Donelson are also scheduled to visit with County Executive Andy Spano to discuss the WLS FY2009 budget request. The WLS Budget Committee will begin its work on the FY2009 WLS budget and scheduled the following meetings: Tuesday, October 7th, at 8 a.m. and Friday, October 24th, at 8 a.m., both at WLS. Mr. Smith will forward the first draft of the 2009 budget to the Committee members.

WLS met with Co-Communications regarding generating greater public awareness of the benefits of libraries during difficult economic times. We are hopeful that we can capture media attention to coincide with funding requests for libraries.

The Department of Senior Programs and Services will continue to fund the Health Literacy Initiative program from July 2008 to December 2008 with a mini grant of \$20,000. In 2007 we received a \$40,000 grant from Westchester Department of Senior Programs and Services to establish this program, which aids older adults and their family's caregivers in obtaining reliable health care information. The original grant period was from July 2007 through June 2008 and allowed for the set up of two sites at Grinton I. Will Library Branch of the Yonkers Public Library and the John C. Hart Memorial Library in Yorktown. This program has successfully reached out to over 3,000 people; and the WLS 2009 request to the county seeks another \$40,000 grant to continue this important service.

OTHER

Dr. Mutino shared that she saw an article about Dewey the Library Cat by Vicki Myron.

PLDA REPRESENTATIVE

Ms. Marino reported that PLDA held its September meeting at the Mount Vernon Public Library, the second of the year which was held at a library instead of at WLS. John Sexton gave a report about the Web 2.0 online seminar for Youth Services Librarians to explore using tools like blogs,

wikis, flickr, and youtube; Robin Osborne spoke about ways to more effectively spread the word about new initiatives; John Smith spoke about the FY2009 budget; Rob Caluori spoke about the completion of the IT network project that it was on time and under budget, the Symphony update scheduled for Columbus Day, and the Sirsi statistics; and Stephanie Sarnoff of the PLDA Finance Committee gave an update regarding the Westlynx pricing formula; Steven Pisani also announced that a Cataloging Advisory Committee has been formed.

ADJOURNMENT

Having completed its agenda, the Board decided by consensus that the Executive Session was not necessary and only the Search Committee members met afterward. The Board adjourned its meeting at 7:15 p.m. on a motion by Ms. Furth and seconded by Mr. Jamali; the motion passed unanimously.

Respectfully submitted,

Sue Neale, Secretary