

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
August 26, 2009 – Approved September 29, 2009

The Regular Meeting of the Westchester Library System was called to order by Patricia Fontanella, President, at 5:30 p.m. at WLS Headquarters. The quorum requirement was met with the following people in attendance:

Board Members present: Mary Amato, Patricia Dohrenwend, Patricia Fontanella, Mary Ellen Forte, Barbara Hickernell, Norman Jacknis, Lawrence Lehman, Marie Grace Mutino, Sue Neale

Absent: Dave Donelson, Deborah Fay, Hope Furth, LaRuth Gray, Naseem Jamali, John Sorice

Also present from WLS were: Terry Kirchner, Rob Caluori, Joe Maurantonio, John Smith

Public Library Directors Association (PLDA) Representative: Jill Davis, Director, Hendrick Hudson Free Library (Montrose); Patricia Barresi, Director, John C. Hart Memorial Library (Shrub Oak), PLDA President

MINUTES

The minutes of the meeting of June 30, 2009, were approved as submitted on a motion by Ms. Dohrenwend and seconded by Ms. Forte. The motion passed unanimously.

FINANCIAL REPORTS

The financial reports through July 2009 were approved as presented on a motion by Ms. Hickernell and seconded by Ms. Forte. The motion passed unanimously.

ACTION ITEMS

Applications for FY 2009-2010 State Aid for Public Library Construction \$14 Million Appropriation: The New York State Legislature provided, for the fourth year in a row, a one-time allocation of \$14 Million for public library construction in the State Budget. The \$800,000 Program was eliminated.

For Westchester Library System, this made a total of \$652,251 available in aid. A total of eight applications were received. The Public Library Directors Association (PLDA) Grants Committee met on August 11th to review the applications. The PLDA Grants Committee is made up of the following members: Patricia Barresi, Director, John C. Hart Memorial Library (Shrub Oak), Chair; Tom Geoffino, Director, New Rochelle Public Library; and Susan Feir, Director, Hastings-on-Hudson Public Library. All applications submitted met the criteria for approval established by the State, which include more effective library service; more efficient utilization of the library building; and improved access to and use of building services. The Grants Committee evaluated the applications on the basis of standard guidelines and made the following recommendations for award:

Applicant Name	Description of Project	Recommended Award Amount	Rank
Eastchester Public Library	HVAC Replacement.	\$200,000	1st
Ardsley Public Library	Stage II of Building Addition-Renovation to Original Building: New urethane roof, ceiling tiles, lighting, carpeting, painting; siding and fascia to match new structure; additional window on the new front of the building; electrical cabling and HVAC upgrade. [Total Project Cost: \$1,763,673]	\$98,184	2nd
Mamaroneck Public Library District	Building Addition/Expansion: Electrical component of building project including new computer/telephone wiring up to LEED ratings; energy saving lighting; water saving devices for new restroom; occupancy and CO2 sensors; handicapped elevator. [Total Project Cost: \$19,525,092]	\$98,184	3rd
Mount Kisco Public Library	New Building: Installation of electrical and telecommunications wiring, outlets, lighting, etc. as part of new building. [Total Project Cost: \$9.7 Million]	\$98,184	4th
Hendrick Hudson Free Library – Montrose	Renovation of existing study area to create a Young Adult Area.	\$64,811	5th
Mount Pleasant Public Library	Installation of railings plus replacement of pavers for all walkways and staircases leading to the building for better and safer access.	\$45,644	6th
Rye Free Reading Room	Renovation of former reference area to create a Computer Lab, which includes removal of existing book stacks; fabrication/installation of HVAC; electrical wiring; energy efficient lighting; computers; computer-based video display; construction of new shelving and shared workspaces; replacement of affected carpeting; painting.	\$42,468	7th
The Warner Library – Tarrytown	Installation of a handicapped-accessible sliding glass door at the side entrance of the library plus electrical service to support the operation of the door.	\$4,776	8th
	TOTALS	\$652,251	

The Board approved the awards recommended by the PLDA Grants Committee for the public library construction aid \$14 Million Program as noted above on a motion by Mr. Lehman and seconded by Ms. Dohrenwend. The motion passed unanimously.

NYS Public Library Construction Grant Legislation Recommendation: New York State Education Law (Section 273-1) provides for the NYS Public Library Construction Grant

Program. The law currently states that each application must: “Contain verification in such form as may be acceptable to the commissioner that the total cost of the project, exclusive of state aid, has been or will be obtained.” At the time an application is submitted, the award amount is not known; and in essence, applicants must verify 100% of the funding. The maximum State award can be 50% of the total cost of the project, but it is not always given. The libraries’ funding sources must commit to the difference, and often they are not willing to do that. In many cases, applications for needed projects go unsubmitted.

There is current legislation being proposed (Assembly Bill 6155/Senate Bill 4248-A) to raise the maximum award for construction grant applications from 50% to 75% of total project cost, but only for those libraries in economical needy areas as determined by Census data and poverty levels. We believe that the wording for the verification of funds limits the ability of our libraries to apply for needed funding. A letter was drafted by Dr. Kirchner to the Chairs of the New York State Senate and Assembly Committees where this legislation has been referred asking them to review this requirement (see attached).

The Board approved sending the above-referenced letter on a motion by Dr. Mutino and seconded by Mr. Lehman. The motion passed unanimously.

Upgrade of Wireless Access Network: Mr. Caluori noted that this project seeks to replace all the wireless routers in the member libraries that currently subscribe to this service. Originally submitted at the June Meeting, concerns were raised regarding the insufficient number of comparable bids from vendors and the lack of specific equipment requirements noted in the Request for Proposal (RFP). The RFP was revised accordingly and sent out to six prospective vendors: AxisPoint, CDW-G, Core BTS, Corporate Computer Solutions, Network Crazy, and Universal e-Business Consulting. The proposals received were evaluated on the ability of each vendor to meet the proposed needs and provide a competitive bid. The IT staff recommends the proposal submitted by Universal e-Business Consulting, who provided the lowest total cost of \$111,350 and included the acquisition and configuration of the server needed for this project.

The Board approved acceptance of the proposal with Universal e-Business Consulting on a motion by Ms. Forte and seconded by Ms. Dohrenwend. The motion passed with one abstention, Dr. Jacknis.

INFORMATION ITEMS

WLS Delivery Service: Mr. Smith explained that our existing service contract with Select Logistics expires on December 31, 2009. During September and early October, bids will be solicited from a number of dedicated logistics providers based on the same schedule that Select is currently using to perform the work. A recommendation will be made at the October Board Meeting.

PRESIDENT'S REPORT

Ms. Fontanella noted that District VII (Harrison, Purchase) has scheduled their District Meeting for Tuesday, October 20th. WLS’s 50th Annual Meeting will take place on Thursday,

November 12th. A few nominations for the Innovation, Support, and Services Awards have been received and the deadline for submission was extended to September 30th. No WLS committee meetings were held.

EXECUTIVE DIRECTOR'S REPORT

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

Dr. Kirchner noted that he met with board members from the Somers Library and plans to visit with more library boards in the Fall. Mr. Caluori visited the Mount Vernon Public Library Board to discuss Information Technology, and more ways are being sought to have WLS staff participate in Board visits.

Lisa Areford, the WLS Representative from the New York State Library Division of Library Development, made site visits to the following libraries: Bedford Hills, Briarcliff Manor, Greenburgh, Mount Kisco, Mount Vernon, Pelham and Pound Ridge on August 17-18. Two more visits are planned for the Fall.

PLDA REPRESENTATIVE

Ms. Davis reported that PLDA did not meet over the summer. However, the Hendrick Hudson Free Library was involved with the Teen Ambassador program; and it was a great experience. She commended all involved.

OTHER

Ms. Fontanella noted that the November Board Meeting is scheduled for Tuesday prior to Thanksgiving. It was suggested to change this meeting to the following Tuesday, December 1st. All were in agreement, and Elise Burke will poll all board members to see if a quorum can be reached.

ADJOURNMENT

Having completed its agenda, and in order to join the Trustee Institute being held, the Board adjourned the meeting at 6:20 p.m. on a motion by Ms. Dohrenwend and seconded by Ms. Neale. The motion passed unanimously.

The next regularly scheduled meeting of the Board of Trustees will be held on Tuesday, September 29, 2009, at 6:00 p.m. at the WLS Headquarters.

Respectfully submitted,

Sue Neale, Secretary