

WESTCHESTER LIBRARY SYSTEM
Trustee Meeting
April 27, 2010 – Approval Pending

The Regular Meeting of the Westchester Library System was called to order by Patricia Dohrenwend, President, at 6:05 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, Naseem Jamali, Lawrence Lehman, Sue Neale, John Sorice

Absent: Dave Donelson, Deborah Fay, Hope Furth, LaRuth Gray, Barbara Hickernell, Norman Jacknis

Also present from WLS were: Terry Kirchner, Rob Caluori

Public Library Directors Association (PLDA) Representative: Susan Riley, Director, Mount Kisco Public Library

MINUTES

The minutes of the meeting of March 30, 2010, were approved as submitted on a motion by Mr. Sorice and seconded by Ms. Fontanella. The motion passed unanimously.

FINANCIAL REPORTS

The financial reports for March 2010 were presented by Dr. Kirchner. A number of questions were raised regarding the submitted financials; therefore, approval of the report was tabled to next month's meeting, so that clarifications could be made.

ACTION ITEMS

Westchester Community Foundation Invitational Grant: WLS is requesting a \$16,000 grant from the Westchester Community Foundation to bring a second year of fairy tale theater to Westchester County. This second year will once again present the arts troupe, Singing Harp, in multiple free performances of Grimm's fairy tales between August 2010 and June 2011 at eight (8) libraries that did not participate in Year 1 of the grant. In addition, pre-performance workshops for both adults and children (held separately) will be offered where facilities permit. All performances will conclude with a post-performance question and answer period.

The Board approved the Westchester Community Foundation Invitational Grant as presented on a motion by Ms. Neale and seconded by Ms. Amato. The motion passed unanimously.

Authorization to Borrow from Board Restricted Fund: Historically, WLS runs into cash flow problems in the first half of the year due to delays in receiving State and/or County aid. Due to the fact that the State budget figures for 2010 are still undetermined, cash flow problems are being anticipated.

WLS currently has a line of credit with TD Bank with terms of the Prime Interest Rate (3.25%) plus 0.5%, with a floor of 4%, and a maximum line of credit of \$500,000. A question was raised whether the floor of 4% meant a minimum or maximum; and that will be clarified for the next meeting. The Board Restricted Fund has a current balance of \$484,813.58, and is earning 0.25% interest. A transfer of \$250,000 from the Board Restricted Fund to the WLS Operating Funds was requested. Once the State funds are received, this loan will be paid back with interest.

The Board approved the above transfer on a motion by Mr. Lehman and seconded by Mr. Jamali. The motion passed unanimously.

PRESIDENT'S REPORT

Ms. Dohrenwend reported that April was a busy month. She and Dr. Kirchner were interviewed by WVOX for National Library Week. The WLS Trustee Institute with Jerry Nichols on April 7th had good participation; the Book & Author Luncheon was well attended and wonderful authors. Congratulations goes to Kate Meyer for another successful event. The Rivertown Libraries met on April 20th, and Mr. Jamali noted that the meeting had a very fruitful agenda with much discussion on various topics.

Ms. Dohrenwend and Dr. Kirchner also attended the Board Presidents Meeting on April 17th. Jim Farrell was invited to speak about funding for libraries. These meetings have proven to be a good way to network and discuss local topics.

Once the new WLS Chief Financial Officer is situated, a meeting of the Budget Committee will be scheduled. Ms. Dohrenwend will appoint Chairs for those Committees that do not have one [Budget, Nominating, and Events].

EXECUTIVE DIRECTOR'S REPORT

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

Dr. Kirchner reported that WLS received the remaining 5% of the County FY2009 funds, after the submission of our final audit report. The final rendition of the County FY2010 contract was received. Following the State of the County address, the situation for FY2011 is very questionable.

ArtsWestchester has redesigned their website. They have incorporated a new Events Calendar, and there is an opportunity for a portal for libraries, with a separate section for library events. Dr. Kirchner will explore this possibility with the PLDA Executive Committee to see if there is an interest and will speak with Janet Langsam, ArtsWestchester Executive Director, regarding cost.

The FY2010 Central Library budget was presented to PLDA at their General Membership Meeting. Unfortunately, Opal Lindsay Brown, Director of the Mount Vernon Public Library, could not attend the meeting, so Dr. Kirchner presented the proposed budget with two options for a collection development position either through WLS staff or Mount Vernon Public Library staff. PLDA approved the proposed FY2010 Central Library budget with the collection develop position being staffed through WLS. This proposed budget was then presented to the Mount Vernon Public

Library Board at their April Meeting, but it was turned down. The Central Library budget will be reviewed again at the May PLDA Meeting.

WLS received a FOIL (Freedom of Information Law) request.

The Yonkers Public Library is exploring the costs if they went to a stand alone Online Library System; and the White Plains Public Library has express interest in coming into WLS's network.

The PLDA Finance Committee presented their latest model for member library payments. This model identified key components (number of active cardholders, collection size, lending/borrowing patterns) that would be assigned different values in determining the library's costs. In this model, fees would be phased-in over a period of 4 years to spread out any major pricing differentials. Dr. Kirchner will have the PLDA Finance Committee meet with the WLS Budget Committee to review the new model in detail prior to bringing it to the WLS Board for their approval.

New York Library Association (NYLA) is looking into legislation that will revise the MTA Tax to exclude libraries.

PLDA REPRESENTATIVE

Ms. Riley asked whether the WLS Board would like to receive copies of the PLDA Meeting minutes, and the proper arrangements will be made to have the PLDA minutes sent to the WLS Board Members. Ms. Riley reported on the April 15th PLDA Meeting. The Central Library FY2010 budget was discussed as well as the general role of the central library. The e-Collection Committee is evaluating all different trends and will recommend how best to utilize funds as a group. Kurt Haderler, Director of Rye Free Reading Room, and Jill Davis, Director of Hendrick Hudson Free Library (Montrose), presented the latest pricing model for the PLDA Finance Committee. Based on the WLS budget, this model looks to be a fair representation for all libraries. Due to its complexity, more time will be given for directors to review the model with their Boards before it is voted on by PLDA at their June meeting. After that vote, the model will be presented to the WLS Budget Committee and then to the WLS Board for their approval. The directors enjoyed this year's Book & Author Luncheon and appreciated the discount given which allowed more library staff to take part.

ADJOURNMENT

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

The next regularly scheduled meeting of the Board of Trustees will be held on Tuesday, May 25, 2010, at 6:00 p.m. at the WLS Headquarters.

Respectfully submitted,

Mary Ellen Forte
Secretary