

WESTCHESTER LIBRARY ASSOCIATION
Minutes of the Board of Directors Meeting
Thursday, November 15, 2018
Ossining Public Library
Ossining, NY

Present:

Gina Bell, Giovanna Fiorino-Iannace, Regina Houghteling, Melissa Iamónico, Martha Iwan, Bonnie Katz, Diana Lennon, Maggie Leung, Elaine Provenzano, Catherine Riedel, Sharon Rothman, James Trapasso

Excused:

Liz Anastasi, Laura Burk, Zahra M. Baird, Kathryn Feeley, Megan Fenton, Daniel Glauber, Maxine Grandison, Terry Kirchner, Joseph Mannozi, Mallory Marinaro, Kathy Palovik, Christa O'Sullivan, Sara Rodgers

The meeting was called to order at 9:36 am by Diana Lennon. Catherine Riedel moved to accept the October meeting minutes with some minor changes. Elaine Provenzano seconded the motion.

President's Report:

- Diana announced Mallory Marinaro has stepped down as chair of the Membership Committee and that a replacement is needed. In the meantime, Mallory, James and Christa have updated the membership form to include the new membership line. PayPal is an option for payment, and the Membership form is available on the website thanks to Dan.
 - By early December a membership renewal notice will be sent out to members.
- The WLA account information will be available on Google Docs and shared with the next Executive Committee.
- Diana and Elaine attended the Public Library Directors Association meeting on October 18 to discuss ways to increase membership. They asked for ideas for upcoming programs. As a result of the meeting, John Sexton, Director of the Greenburgh Library, will pay for the February Professional Development program through an honorarium of \$300.
 - Library directors will provide more support to WLA and will hopefully take advantage of the new group membership option.
 - Sharon noted the new group membership should be listed as an "Institutional" membership for up to five people. One check should be submitted for all five members as opposed to having each person submit their own check.
- Sharon moved for a vote to be taken to change the term "group" to "organizational" membership, which was seconded by Catherine Riedel. Everyone present voted in favor of the change.
 - Each director must recognize five people as affiliates of the same organization.

Treasurer's Report:

- Sharon explained there has been little activity since the last meeting in October. Six checks were received for Professional Development. Sharon needs to reset the WLA account for membership.
 - James suggested a re-blast with the new membership form.

- Diana started the budget with Elaine and Sharon to get an idea of the income amount verses expenses. They are working on maintaining sustainability. Diana will make certain the bank information is up-to-date.

Professional Development Committee:

- The PD Committee report was given by Diana. The October 19 event with Neighbors Inc. was successful and very interesting. The topic for the next PD program on February 28 is Implicit Bias with Dr. Akku at the Greenburgh Library. On Thursday, April 18 there will be a Hudson Fusion Talk. The third PD program will be held on June 18.
 - Some suggested networking events for WLA members, including the Captain Lawrence Brewery Co. in Elmsford for a Trivia Night with WLA librarians teaming up; and Lucy's Laugh Lounge for a Comedy Night in Pleasantville.

Legislature Committee:

- No report

Reference Committee:

- No Report

Support Services Committee:

- No report

Youth Services Committee:

- No report

Public Relations Committee:

- Diana shared Christa's report on Public Relations. The committee has been sending out promotional materials to help increase attendance at WLA events. The Mid-Winter Conference will focus on The Human Library with presentations given by Brian Avery, Director of the Pawling Library. and Philip Poggiali and Steven Feyl, both from Pace University. The rain date is January 30.
- Bonnie inquired if there was any news on the Jacob Burns Film Center. Brian Ackerman was involved with the original membership group at JBFC.

Membership Committee:

- Diana reported that Mallory Marinaro has stepped down as committee chair.

New Business:

- Elaine reached out to the Westchester Community Center for a new Academic and Special Librarians representative and is working with other colleges. Jeff Rosedale at Manhattanville College and Patrick Callahan of Purchase SUNY may be able to help.
- LARC is not renewing its contract with WLS, and plans are underway for a new annual conference venue.
- After the PLDA meeting, Ed Falcone mentioned he is open to using the Riverfront Branch for the conference, but parking is very limited. One bonus is the Hudson train line that runs next to the library.
- The Spring WLA conference will be a hybrid "Un-Conference" and will be held on Friday, May 17 or Monday, May 20.

- Possible topics include Programs on a Budget, Early Literacy, Fake News, Library School Experience, and the Status of the Library Profession.
- There will be Birds of a Fellow sessions and topics will be posted at the conference. Next, participants will break up into groups interested in specific topics and will have an opportunity for input.
- The tentative agenda for the conference will be Collaboration and Conversation; Topics of Discussion; Break-Out Sessions, Lunch and additional Break-Out Sessions.
- The keynote speaker will be scheduled in the afternoon
- The venue being considered is the Gateway Center at Westchester Community Center, where the rental fee will be waived for one room
 - The fee will be anywhere between \$800 and \$2200.
 - A COI is required, which will cost \$500
 - A proposal will be submitted and the WLS headquarters will be used as the mailing address.
 - Parking is free.
 - Staff is on hand to help with IT
 - Food will be offered for Breakfast at \$5 pp, a Boxed Lunch at \$10 pp and Break Food at \$5 pp
 - Parking spaces are available, and buses can be accommodated; the North White Plains train station is nearby
 - The vendor space provided is narrow. Elaine suggested using the Food Court for vendors or having them ring the entrance area and hallway. Diana mentioned having vendors share tables. Martha said she will select the appropriate number to suit the space.
 - Davis Auditorium could be utilized for registration at the side of the theater.
 - Attendees would lunch with the vendors.
- Keep in mind: May 9 is the Long Island conference.
- Sharon estimates 100 people will attend the WLA conference and generate \$6000 to help with expenses.
- Martha inquired about the Break Out Sessions. Elaine said separate rooms will be used for each session. The typical un-conference is very organized. Participants vote on topics and move to break-out room. The topics are determined by membership. For instance, there would be 30 people in the auditorium, 30 in the Computer Lab, etc. The Birds of a Feather works in table formation and opens the discussion.
- Elaine inquired if any demos are presented on a topic. Catherine said that is not the case and that post-it pads are used to note discussion points. A point person is designated to report findings.
- Bonnie noted the librarians are the experts and will save us money.
- One idea for a keynote speaker is Barbara Stripling or someone involved with The Moth.
- Melissa inquired about parking in Yonkers. Gina noted most spots are assigned to the Board of Education, and there are two parking garages, most of which have pre-paid parking spots. A new lot is opening in the future. The Will Library in Yonkers has plenty of parking.
- Regina asked if there is a theme for the conference and if the keynote speaker is paid. Elaine responded that membership will be canvassed for a theme, and Diana explained the speaker is paid up to \$1000.
- Melissa is checking the Macy Center, which costs \$6000 with the tent rental. Manhattanville College provides the first floor of its castle and the price is feasible. Elaine knows the Facility Manager at MC who could block a parking lot.
- Kathryn Feely had suggested the Holiday Inn in Mount Kisco
- Elaine mentioned a Library Tour at the venue could be optional

- The WLA newsletter will be out at the beginning of December.
 - Contents include Highlights of the WLA Conference; New Events; Spotlights on Board Members; Save the Dates; Professional Development Programs (i.e. the recent Immigrants program); Overview of the Annual Conference by James; What's Happening in the County; Battle of the Books Report by Catherine and Suzy.
 - Possible platforms for the newsletter were discussed, such as Publisher, MailChimp, Constant Contact, and Canva.
- It was determined the next Washington Irving Awards event will be held in 2019 and generally recognizes both Children's and Adult books. It became a separate event in 2013.
 - Catherine will follow-up with Zee, and Regina will help with the Washington Irving Award even though it falls under Youth Services.
 - Regina noted the conference with the WI award had a great attendance.
 - Sharon mentioned the last workshop of the day was the WI awards.
 - Catherine will ask if there is an event planned for WI and how WLA can support it.
- Sharon inquired about the Mid-Winter Conference format. Elaine explained it will consist of individual presentations and a panel discussion.
 - The conference fee for Members is \$5 and for Non-Members is \$10.
- Everyone thanked James for ordering the WLA logo pens. They look great.

Before motioning to adjourn, Diana Lennon wished everyone a Happy Thanksgiving. The motion to adjourn was called at 11:15 am. Elaine seconded the motion, and the meeting was adjourned.

Respectfully Submitted,
Giovanna Fiorino-Iannace

Upcoming Meetings:

January 23: WLA Winter Conference in Ossining (Snow Date is January 30)