

**WESTCHESTER LIBRARY ASSOCIATION**  
**Minutes of the Board of Directors Meeting**

Thursday, March 14, 2019  
Mount Kisco Public Library  
Mt. Kisco, NY

**Present:**

Gina Bell, Mayra Cabrera, Kathryn Feeley, Megan Fenton, Giovanna Fiorino-Iannace, Martha Iwan, Diana Lennon, Elaine Provenzano, Anthony Reda, Catherine Riedel

**Excused:**

Zahra M. Baird, Maxine Grandison, Bonnie Katz, Terry Kirchner, Joseph Mannozi, Kathy Palovick, Christa O'Sullivan, Sharon Rothman, James Trapasso

The meeting was called to order at 9:34 am by Diana Lennon. Elaine Provenzano moved to accept the February meeting minutes. Megan Fenton seconded the motion, and all present were in favor.

**President's Report**

- Diana mentioned that she, Elaine and Sharon Rothman reviewed the budget from the past two conferences to determine this year's budget. This year's spending will help to establish the forthcoming WLA budget, starting on July 1. The goal is to remain within budget. Elaine mentioned costs were cut by changing the venue for the annual conference from Doral Arrowwood to Westchester Community College.
- Diana discussed the possibility of changing the WLA membership term from January 1 to December 31 to July 1 to June 17. This is an issue to be reconciled in the By-laws. Another option would be to extend membership to April 2020 for anyone signing up at the time of the May conference. This matter needs to be discussed further at the May meeting.
- Gina Bell suggested established a By-laws Committee. Diana noted Bonnie Katz is the chair of that committee. Giovanna Fiorino-Iannace inquired about the membership terms of other comparable associations. Both ALA and NYLA provide one-year memberships from the date one subscribes.
- The NYLA Youth Services will be held on April 26 at the Tarrytown Hilton. WLA has been assigned a free table which will be covered by Diana, Elaine and Catherine Riedel throughout the day
- An additional board meeting has been scheduled to discuss conference details on Thursday, May 9 at 9:30 am in the Greenburgh Public Library.
- A new slate is required for new board members at the April meeting. Diana reminded everyone to review their job descriptions on Google Docs.

## **Treasurer's Report**

- Sharon Rothman emailed the Treasurer's Report to the board members.
- Diana had inquired about the payment to Anthony Reda, the recipient of the Professional Development Award that was issued last month.
  - Payment was issued after the request for reimbursement was received by the treasurer.

## **By-Laws Committee**

- No report

## **Professional Development Committee**

- Megan Fenton noted that 55 people attended the Implicit Bias PD program in February. The program feedback received was positive.
- On Thursday, April 18 there will be a Hudson Fusion program on marketing and social media at the Ossining Public Library. Registration details will be going out soon. This program is free for members.
  - Yonkers Public Libraries donated \$50 to WLA so staff could attend the last PD program.
  - It was noted that some people joined WLA in order to attend the PD training.
- The distribution of Continuing Education certificates was discussed for those who participate in PD workshops. The professional version of Adobe Acrobat would be required to have members fill in their certificates with their names.
- Gina Bell noted how the quality of the PD programs has improved this year.
- Catherine Riedel stated the importance of informing members how much is gained by participating in WLA activities.
- Megan mentioned offering a future PD program for library directors.
- Martha Iwan asked about having the Mt. Kisco Public Library co-sponsor an event with WLA. Diana explained the Greenburgh Public Library's Friends Group paid for Dr. Akhu's Implicit Bias program in February and allowed all GPL staff to attend for free.
  - Directors can be asked if they would like to sponsor a WLA event.
  - Gina suggested asking Friends of the libraries to contribute money towards programs as well.
  - One possible PD topic could focus on how to cultivate a Friends Group.

- The third PD program is tentatively planned for June 18, which will be a networking event for WLA members.

### **Legislature Committee**

- No Report

### **Reference Committee**

- No Report

### **Support Services Committee**

- No report

### **Youth Services Committee**

- Catherine Riedel noted the YA Book Buzz group met in early March at the Westchester Mall in White Plains and will meet again in mid-April.
- Catherine mentioned her experience as a “human book” for the Pawling Library on February 28. She was also able to participate in the Human Library event as a reader.
- Giovanna mentioned she is planning a Human Library event at the Harrison Public Library for the late fall. Gina asked to be notified when a date is scheduled.
- Diana inquired about the possibility of having WLA partner with a library to present a Human Library event. It could be a springtime event offered as part of next year’s annual conference.
- Gina announced that for this year’s Washington Irving Children’s Choice Award she would like to nominate Mary Calvi’s book -- *Dear George, Dear Mary*.
  - Diana and Catherine will follow-up with the WI Committee regarding the procedures for nomination/selection for awards.

### **Academic Committee**

Mayra Cabrera asked if anyone had questions about the Academic Committee. Gina mentioned that several teachers work with the Westchester Community College staff and would like to have a tour of the library. Either the Director or the High School Partnership Department will coordinate a tour date/time with the Yonkers schools.

### **Public Relations Committee**

- Diana reported the WLA Newsletter deadline is the end of March.
- Catherine inquired if other libraries are interested in joining the Croton Library for its multi-library, book club meetings with the Youth Services program for high schoolers. The goal is to rotate libraries each month.

- Gina asked if this request had been sent to the public schools.
- Catherine replied this has not been done yet, but can be arranged.

## **Membership Committee**

- At the moment there are 167 WLA members. The organizational memberships have made a big difference in this increase in number.
  - This total includes 11 libraries, plus schools.

## **Annual Conference**

- Elaine Provenzano updated the board on the plans for the annual conference.
  - Elaine, Catherine and Giovanna visited the Gateway Center at the WCC on March 7 to review the details for the day, including the selection and location of Breakout Sessions.
  - The atrium of the GC can accommodate six 6-foot tables, and there is swing space available for the Raffle table.
  - The boxed lunch can be eaten on campus if weather permits. The Student Union was being considered as a lunch location, but as it is located across the campus, moving to the Student Union for lunch will break up the flow of the day.
- There is no Early Bird registration this year, and registration will remain open through May 15.
- Bonnie Katz and James Trapasso will be monitors for the Breakout Sessions.
- Training will be provided for anyone who volunteers to facilitate a Breakout Session.
  - Topics will be determined in advance, based on the selections chosen by registrants.
  - On the day of the conference, members will divide into their breakout groups.
  - Facilitators will be responsible for making sure everyone knows one another and will choose someone to report findings.
    - Instructions can be sent to facilitators in advance
  - Directors will be asked if there is someone on their staff who would like to facilitate a session.
- Martha Iwan noted she has not sent out invitations to the vendors yet.
  - Sean from Brodart is not available to attend.
  - Some vendors may still be able to participate, such as Field Goods.
  - Diana suggested we target specific vendors who will fit in the space. This conference will have a cozy feel to it.
- Gina mentioned she has been working with Aimee Gautreau of Barnes and Noble to promote the conference.

- Registration for the conference will be tracked on a Google spreadsheet.

### **New Business**

- Gina made a motion for Diana to attend the upcoming WLA Breakfast on Friday, April 5. Martha Iwan seconded the motion. All present were in favor.
- There will be a forthcoming email vote on the purchase of WLA swag for the annual conference.

The meeting was adjourned at 11:26 am by Diana Lennon.

Respectfully Submitted,  
Giovanna Fiorino-Iannace

### **Post Meeting Vote**

- Via email, Giovanna Iannace moved that we purchase WLA giveaways for the Annual Conference, including 150 notebooks and 150 tote bags with the WLA Logo. Catherine Riedel and Kathryn Feeley seconded the motion.
- Everyone who voted via email was in favor of this motion, including Gina Bell, Laura Burk, Kathryn Feeley, Daniel Glauber, Maxine Grandison, Martha Iwan, Diana Lennon, Kathy Palovick, Anthony Reda, and James Trapasso.

### **Upcoming Meetings**

**April 11: Hendrick Hudson Free Library, Montrose**

**May 9: Greenburgh Public Library**