

**WESTCHESTER LIBRARY ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**Wednesday, December 8th, 2021**  
**Zoom**

**Present:**

Mayra Cabrera, Lisa Dettling, Virginia Dunnigan, Kathryn Feeley, Megan Fenton, Giovanna Fiorino-Iannace, Maxine Grandison,, Dana Hysell-Alongi, Terry Kirchner, Christa O’Sullivan, Kathy Palovick, Lynn Parlman, Elaine Provenzano, Renee Rauch, Anthony Reda, Allison Robbins, Joanna Rooney, Kim Stucko, Melissa Victoria

**Excused:** Joy Alter, Daniel Glauber, Diana Lennon, Joseph Mannozi

**Absent:** Z Baird, Oz Coto-Chang, Eleanor Friedman, Krishna Horrigan, Martha Iwan, Tracey Wong

The meeting was called to order at 9:37 am. One spelling correction was noted on the November Board meeting minutes. Motion to approve the minutes and the Past President’s Report was made by Giovanna and was seconded by Lynn.

**Treasurer’s Report:**

- Allison presented the monthly Treasurer’s Report. Megan made a motion to approve it and Melissa seconded.
- The revised 2021-2022 budget was presented to the board with a negative balance of \$6862.49. Changes made to the budget to reduce costs include changing the annual conference from in-person to virtual, postponing archival costs to a future budget and reductions to the Sunshine Day Fund.
- It was noted that admin and filing fees should decrease substantially for future budgets once we complete the process of regaining non-profit status. The executive board was thanked for its work on creating the budget.
- Approval of the annual budget was passed unanimously

**President’s Report:**

- The lawyers are looking over the by-laws revisions we sent them. Currently waiting for the next version. Any changes to the by-laws will need to be approved by the board. The final version will be sent out to the board to review prior to a vote.
- Congratulations to Anthony Reda and Dana Hysell-Alongi, who both completed the 2021 Emerging Leader program through Nonprofit Westchester. WLS has had someone participate in this 11 month program for the past three years.
- Every WLS member library is a member of Nonprofit Westchester (NPW). Recommendation was made to be on the NPW mailing list.
- 914 Inc magazine had a four page spread on Westchester Library System

**Legislation Committee:**

- Legislators have been invited to speak at our mid-winter conference but since the government will be in-session, there was interest in sending out a recorded message since they would be unable to attend live. Some legislators requested more information on the specifics of the conference and Dana will follow up
- A rundown of some upcoming library-related legislation was provided such as one on library aid for construction grants. Any other information on new legislation will be sent via email.

### **Newsletter Committee:**

- Newsletter was sent out and Elaine thanked Christa from the PR committee for all her help.
- Christa reported a 37% open rate, which is higher than our average open rate of 22%

### **Professional Development Committee:**

- In the process of scheduling a Professional development program with Nicole Scherer on the topic of how libraries have changed. Possible dates are January 12th, January 21st and hope to finalize soon. Cost will not likely be more than \$250 (\$100 for a 1 hour program and \$50 per hour for prep time).
- Due to the interactive nature of the program, registration will be capped at 20-25 people but Nicole Scherer is willing to run the same program twice if there is lots of interest.

### **Public Relations Committee:**

- A flyer for the Mid-Winter Conference is being worked on but waiting for the link to the registration form.
- Dates for upcoming Professional Development workshops will be posted on Facebook.

### **Membership Committee:**

- Representative not present
- A meeting regarding membership still needs to be scheduled.

### **WALDO:**

- Representatives reported that the organization is looking forward to working with LYRAIS and it looks to be a positive move for the organization.

### **Vice-President's Report:**

- Nothing new to report.

### **Mid-Winter Conference:**

- The conference theme has not yet been finalized.
- The Vice President will reach out to Ellen Tannenbaum for leads on a second speaker for the conference.

### **Bonnie Katz Award Presentation:**

- Diana was not present at the meeting to provide an update.
- Deadline for nominations is at the end of the month. A link to the nomination form was provided via the newsletter. However, there was an issue getting the link to work properly. Christa will check with Diana to fix the issue. An email will be sent regarding the broken link.
- A decision was made to extend the deadline to January 15th after a suggestion to postpone the award to the annual conference was nixed. WLS will send out a reminder email and a suggestion was made to reach out to PLDA and ask that every Library Director nominate one person from their library.

### **Archives Committee**

- Catherine Riedel sent over files which included keys to the P.O. Box and a USB Drive with information from the 2011-2015 annual conferences. These files will be downloaded to the Archives Google Drive. Will need to find a location to store hard copies of records and work on transferring them into digital copies.

- There are large gaps where we have no records (1990-2001) so a request was made for any records to be sent to the Archives Committee.

**New Business:**

- NYLA is currently operating with only 2 full-time staff members due to 2 more staff resignations, including the Finance Manager who was one of our key contacts in our becoming a NYLA Roundtable. This development affirms our decision to pause the process of becoming a NYLA Roundtable at this time.
- Kim presented a possible speaker who ran a trivia program at Croton. The cost would be \$500. Possibly for January, to promote the mid-winter conference.
- One person has expressed interest in the Secretary-Elect position at this time.
- Kathy requested that legislators speak on the topic of cybersecurity for the mid-winter conference to align with the conference theme. The NYLA Alert on the current bill on e-books and accessibility was brought to the board's attention via chat.
- Potential Meet & Unwinds were discussed including some in-person programs at Harrison Public Library in February.
- Dates for WLA Board meetings for the remainder of the WLA fiscal year (until June 2022) were finalized. A list of the dates will be sent out to board members by the Secretary.

The meeting was closed by the President at 10:34

Respectfully Submitted,  
Melissa Victoria

**Next Board Meeting:**

**Wednesday, January 12th, 2021 on Zoom at 9:30am**