

WESTCHESTER LIBRARY ASSOCIATION
Minutes of the Board of Directors Meeting
Thursday, April 2, 2020
9:30 am, Remote Meeting via Zoom

Present: Kathy Beirne, Mayra Cabrera, Giovanna (Jayne) Fiorino-Iannace, Eleanor Friedman, Dan Glauber, Maxine Grandison, Martha Iwan, Terry Kirchner, Diana Lennon, Susanne Markgren, Christa O’Sullivan, Kathy Palovick, Elaine Provenzano, Catherine Riedel, Allison Robbins, Anthony Reda, Sharon Rothman, Kim Stucko, James Trapasso

Excused: Susan Ackerman, Linda Ahern, Z Baird, Gina Bell, Amelia Buccarelli, Maureen Clements, Oz Coto-Chang, Joseph Mannozi, Kathryn Feeley, Bonnie Katz, Joseph Mannozi, Patricia Perito

The meeting was called to order at 9:35 am by Elaine Provenzano.

Maxine moved to accept the minutes from the board meeting that took place on March 12, 2020. Anthony seconded the motion. The motion was passed, and the minutes were approved.

President’s Report:

- Meeting attendees shared how they were doing during the pandemic, how they were doing working from home, and what type of programming and services their libraries were engaged in.
- Annual Conference
 - The Annual Conference is postponed indefinitely due to the COVID-19 pandemic.
 - Jayne spoke with Alexandra at WCC regarding our deposit and arrangement to hold the conference at WCC. We were given the option of keeping our deposit with WCC for the future or getting a refund. It was decided that we would ask for the deposit refund.
 - Anthony moved to cancel the 2020 Annual Conference and use the program components and speakers from the agenda as professional development events in the future. Catherine seconded the motion and the motion passed.
 - Elaine and Jayne are working with Terry to explore arranging a mental health professional development event to help library staff as they deal with working during the pandemic.

Treasurer’s Report:

- The Treasurer’s Report is included at the end of the minutes.
- Jayne moved to approve the April Treasurer’s Report. Kathy Beirne. seconded and the motion was passed.
- Sharon is working on compiling a list of responsibilities and procedures to help with transferring the duties of the position to the next Treasurer.
- Elaine will share the 2020-2021 proposed budget before the next meeting.

Reference Section:

- No report.

Youth Services Section:

- The Battle of the Books committee changed their book selections to include only books available through hoopla. As there will be no books purchased this year, WLA will have to change its contribution idea away from book purchases.

- YA Book Buzz is still deciding whether or not they will meet digitally.

Support Staff Section:

- Nothing to report.

Academic & Special Libraries Section:

- Anthony and Mayra noted that things are changing continually and that they are trying to find the best ways to meet the needs of their students at WCC.
- Anthony noted that publishers are releasing a lot of resources for free during this time. RedShelf (<https://researchguides.sunywcc.edu/RedShelf>) and Vital Source (<https://researchguides.sunywcc.edu/VitalSource>) are two notable resources through which students can get textbooks. Anthony shared the information for these two resources with the board. Any person with a student/school email address can gain access.

Professional Development Committee:

- The Interviewing professional development events will have to be postponed. Reschedule dates will be discussed and voted upon via email.
- Kim is working on the flyer for the professional Development Award. The due date for applications is June 1, 2020.

BOCES

- No report.

Legislation Committee:

- Kathy Palovick will contact legislators and let them know we have cancelled the annual conference.
- Elaine noted that we may propose that the legislators attend other professional development events.

Public Relations Committee:

- No Report.

Website Committee:

- Dan has been updating the website as he receives information. Elaine will forward any updated COVID-19 related links and information.

Membership Committee:

- The membership list was presented and discussed.
- 174 memberships are active for 2020.
- A number of memberships need their payment confirmed/collected.

Newsletter/Outreach Committee:

- All changes due to the COVID-19 pandemic will be included in the newsletter.

Exhibits Committee:

- No Report.

New Business:

- The election will be postponed until June. The slate will go out in April and ballots will go out by May 3, 2020. The slate for the WLA executive board will include: Giovanna (Jayne) Fiorino-lannace as President, Kim Stucko, as Vice President/President Elect, and Allison Robbins as Treasurer. The position of Secretary will be open and Elaine asked for potential names for nominees.
- Elaine asked that if anyone had someone in mind that may consider being Treasurer elect, that they inform her.
- Elaine suggested that the WLA board luncheon take place at WLS with a meal ordered in. The luncheon should take place in June, if possible and taking into account possible delay or cancellation due to the pandemic.
- Book Expo has been delayed until July.
- Sharon noted that many publishers have pushed their release dates to later in the year because they have been unable to publicize their books.
- An email vote was taken to approve expenditures for upcoming professional development programs in the range of \$300-350. Catherine made a motion to pass the proposal. Gina seconded the motion and the motion passed on April 13, 2020.
- An email vote was taken to approve an increase in Zoom subscription of \$50, bringing our annual subscription rate to \$199.00. Z made a motion to approve this proposal. Terry seconded the motion and the motion passed on April 17th, 2020. The measure was not acted upon as there was a misunderstanding in pricing, with actual pricing being out of our price range. However, Zoom does offer pricing for non-profit/educational institutions, and a request has been made for an estimate of that model.

The meeting was adjourned at 11:03 am.

Respectfully Submitted,
Allison Robbins

Upcoming Meetings:

April 30: Remote via Zoom

Westchester Library Association
Treasurer's Report Draft
Statement as of March 31, 2020

CHECKING ACCOUNT

Opening Balance	01/31/20		\$17,795.67
Deposit/Transfers*			
	MidWinter Registration		
	MidWinter Raffle		
	Memberships (checks)		
	Memberships (PayPal)		2,207.80
Withdrawals/Transfers			
	MidWinter Conference Food	700.00	
	MidWinter Presenter Travel	29.50	
	Annual Conference venue dep	1,060.00	
	Annual insurance premium	651.99	
	Domain Hosting	287.76	
	Zoom membership	<u>149.90</u>	<u>(2,879.15)</u>
Closing Balance	3/31/20		\$17,124.32

SAVINGS ACCOUNT

Opening Balance	01/31/20		\$13,965.95
Deposit/Transfers			
	Interest		.23
Withdrawals/Transfers			
			<u>0</u>
Closing Balance	03/31/20		\$13,366.18
Total Checking + Savings			\$31,761.62

*Breakdown of Conference Registration and Membership collection TBD

