

WESTCHESTER LIBRARY ASSOCIATION
Minutes of the Board of Directors Meeting

Thursday, December 12, 2019
9:30 am, Greenburgh Public Library

Present: Gina Bell, Giovanna (Jayne) Fiorino-Iannace, Elaine Provenzano, Kathy Palovick, Allison Robbins, Sharon Rothman, Kim Stucko, Terry Kirchner, Anthony Reda, James Trapasso, Oz Coto-Chang,

Excused: Maxine Grandison, Diana Lennon, Kathryn Feeley, Maya Cabrera, Kathy Beirne, Dan Glauber, Martha Iwan, Bonnie Katz, Catherine Riedel, Pam Berger, Zahra M. Baird, Amelia Buccarelli, Joseph Mannozi, Christa O'Sullivan, Patricia Perito

The meeting was called to order at 9:41 am by Elaine Provenzano.

Anthony moved to accept the minutes from the board meeting that took place on November 7, 2019. Martha seconded the motion. The motion was passed and the minutes were approved.

President's Report:

- Elaine requested that board members consider getting a co-chair for their position if they cannot make meetings on a regular basis. Also, if members cannot make a meeting, they should send a report or notes to Elaine.
- Elaine expressed her condolences for the passing of Kathryn Feeley's mother.
- Mid-Winter Conference
 - Elaine noted her mistake in the information for the Mock Awards, noting that the day is Wednesday, not Tuesday.
 - Elaine reminded everyone that the next board meeting will also be a packing party on January 16th, 2020.
 - Elaine has been reading the book written by our guest speakers, Suzanne Markgren and Linda Miles, and has been enjoying it.
 - Elaine has been circulating the flyer in listservs, at library schools, in order to publicize the event. She asked that everyone continue to circulate the flyer however they can.
- Annual Conference
 - Westchester Community College (WCC) is confirmed as our 2020 venue on May 15.
 - We will have access to the auditorium, three classrooms, and the food court.
 - As a non-profit organization, we will receive 15% off of the normal booking price.
 - Alexandria will send the final paperwork soon.
 - Elaine expressed her concern about finals taking place on May 14th and a possible impact on our conference date. Last year, we were unable to hold our conference one day after finals due to a lack of personnel.
 - Alexandria sent Don Hennesey's information to Jayne for the purpose of food arrangements.
 - Martha will start speaking to vendors now that the venue is confirmed.
 - The proposed conference timeline is:
 - An IT-oriented panel discussion at the beginning of the conference.
 - One breakout session
 - Lunch
 - Key-note speaker

- Breakout session
- During the panel discussion, the speakers would have approximately 20 minutes each to speak followed by a Q&A session.
 - Elaine has invited Rob Cartelano, Head of Columbia University's Information Technology Library systems to be on the panel. He has accepted.
 - Jayne invited Amy Fitch, archivist at the Rockefeller Center and Katharine Shaughnessy of St. John's University.
 - Pamela Paul as key-note speaker. Editor at the New York Times. Her new book is "How to Raise a Reader" on the NYT Bestseller list.
- Potential Breakout session ideas include:
 - Hudson Valley Heritage
 - Manhattanville Digital Collections
 - Census (Terry Kirchner)
 - Westchester County Archives
- Rephrasing the Annual Conference title was discussed. The result was a new title: "Counting on Libraries 2020: how libraries play a strategic role in their communities to foster equity, inclusion, and technology." All present members were in favor of the change.
- Kathy will start talking to politicians about attending and speaking at the conference.
- Jayne noted that we should start trying to get details pinned down sooner than we have in the past, such as politicians, raffles.
- Elaine mentioned that the Conference Committee might meet at 9am, prior to WLA board meetings. She asked that a call for Conference Committee volunteers be added to the newsletter.

Treasurer's Report:

- Opening balance in checking account: \$16,486.82.
- Deposits, transfers, memberships: \$105.02.
- Outflow: \$316.28 for board member expenses, meet & mingle refreshments, Professional Development speakers.
- Closing balance in checking account is \$16,275.56.
- \$0.11 interest gained in the savings account for balance of \$13,965.71.
- Total balance for both accounts \$30,241.27.
- Elaine moved to approve the October Treasurer's report, which was not approved during the November, 2019 meeting. Kim seconded and the motion passed.
- James motioned to approve the November Treasurer's report. Anthony seconded and the motion passed.
- The budget review will be discussed in January.
- Z asked for \$250 for a pizza party for the Mock Awards. Allison moved to pass the motion. Kim seconded and the motion passed.
- Discussion of the Ann Izard Award committee will happen at a later date.

Reference Section:

- Nothing to report.

Youth Services Section:

- Mock Awards are scheduled for January 7, 2020.
- YA Book Buzz is meeting on Friday, December 13th at 6:30. It was reiterated that all adults are welcome, not just youth services staff.

Support Staff Section:

- Nothing to report.

Academic & Special Libraries Section:

- Anthony looking into having the planning meeting before the conference on April 30th, to take care of the packing and other details. He will update when he has a response..
- Anthony has a location to store the conference supplies at WCC.
- He attended the 2019 ACRL Conference. Many of the topics discussed were related to social issues. Some take-aways were:
 - Diversi-tea: an event some libraries are doing to engage library staff with the community.
 - A discussion of gender roles in the library--calling out that the profession needs more diversity in gender and race.
 - The question of why there isn't more interest in library schools.
 - Representation "behind the counter" in communities' libraries.
 - Creating an inclusive, welcoming environment in our library buildings.
 - Discussion of quiet ways by which our processes, classifications, etc. in libraries can be offensive to some community members.

Professional Development Committee:

- Kim spoke to Jeanne Nelson and Lyn Leis (Job Interview Basics Presentation in Two Sessions). The quote for two sessions is \$750.
- Elaine asked that Kim speak to Elaine Sozzi and compare what she can offer with Jean Nelson and Lyn Leis.
- Claudia Depkin has agreed to speak at a professional development event on civil service. We will also try to get a representative from Westchester County civil service.
- Holiday Meet & Mingle was postponed. Elaine is considering a "Love Your Library" month Meet & Mingle.

Legislation Committee:

- NYLA's legislative priority for 2020: equal access for schools and school librarians.
- ALA has the #eBooksForAll campaign and has already put tools out for Banned Books Week.
- Kathy will begin reaching out to legislators for the Annual Conference.
- February 25th, 2020 is the new advocacy date. In the past, there has been a bus taking people up Albany. Elaine Falcone is coordinating and we will get more information.

Public Relations Committee:

- Nothing to Report

Website Committee:

- No Report.

Membership Committee:

- Membership renewal reminder was included in the newsletter that went out in November.
- WLA will send out another reminder via email. Terry will send out to all staff.

- We will also remind directors that if organizational memberships are paid by the beginning of January, members can attend the Midwinter conference they will get the discounted rate for registration.

Newsletter/Outreach Committee:

- The board expressed thanks to Diana and James for the newsletter.
- James will start gathering information after the Midwinter Conference for the next newsletter.
- Packing party is January 16th, 2020 in the Ossining Public Library theater.
- Raffles for the Midwinter Conference will be discussed more in January.

New Business:

- Terry noted that the County Executive is very interested in literacy and discussed current initiatives.
 - Westchester Loves to Read: oriented around school-aged children and run generally around the school calendar. Playland tickets are an incentive for the children to read.
 - 2020 is the first of the year-long One Book Westchester initiative, which begins in January and is an attempt to encourage everyone in Westchester to read the same book, have community discussions, and to celebrate the authors and the diversity in the Westchester community. The adult title is “Dear George, Dear Mary,” the Juvenile title is “Shaun Burke, the Man Who Built the Library.”
 - The challenge for Westchester libraries is to get our institutions to host events related to the initiative. Library book groups would be helpful as well as information about group attendance and circulation statistics..
 - Terry feels we need to challenge the One Book Westchester committee on how the diversity in Westchester is represented by committee members. Gina noted that Northern Westchester needs more representation as well, such as school representatives.
 - Gina hopes each library could purchase at least 10 copies of each book.
 - Terry will speak at the Midwinter Conference about the One Read Westchester.
 - If libraries plan events with enough notice, they should notify the county and possibly get it added to the One Read Westchester website, and other publicity.
 - Gina would like a table at the conferences, where she will put information.
 - Onebookwestchester.org has more information
- Terry noted that there is a lot of planning happening, with more action to be seen in January related to the 2020 Census. Some points about the 2020 Census in Westchester include:
 - The Census goes live in mid-march.
 - Westchester County Complete Count Committee: They are stronger in reaching out by municipality. 22 out of 45 municipalities have a Complete Count Committee. Libraries are encouraged to work with their local committee. They are reaching out to WCC and other higher education organizations, social service agencies, department of labor, etc. and assistance will be available at those locations.
 - WLS hired Dana, who will be the census coordinator for the system. She will be reaching out to the libraries to talk about how libraries can assist patrons with the census. WLS chose not to use census employees. Dana will be visiting each library and there should be a training opportunity.
 - Westchester County recently learned that they will be getting some funding for the Census.
 - There is a lot of volunteer interest in assisting with the census. WLS libraries should be getting follow-up information about how to facilitate volunteer help.

- Terry anticipates having more information by the Midwinter conference.
- On the US Census website, you can see if your community has a One Count Committee.
- The Census questions are on the website
- The board clarified that monetary contributions to board members for life events were determined by board vote.
- Allison will forward the information about the PLA webinar “ebooks for All Campaign Update” to take place on December 17, 2019.
- Allison volunteered to help make a shared digital space for depositing documents, forms, photos, etc.
- An email vote was taken and the motion to approve the following gift expenditures for our board members was passed on December 20, 2019: \$50 donation in memory of Kathryn Feeley’s mom and a \$50 gift card to Mr. and Mrs. Oz Coto Chang in honor of their recent wedding.
- An email vote was taken and the motion to approve membership in Nonprofit Westchester at no cost to WLA was passed on December 20, 2019.

The meeting was adjourned at 11:30 am.

Respectfully Submitted,
Allison Robbins

Upcoming Meetings:

January 16: Mid-winter Prep, Ossining

January 29: WLA Mid-winter Conference (Snow Date Feb. 5) Ossining

February 13: WLS, Elmsford, NY

March 12: Irvington Public Library

April 9: Tuckahoe Public Library

April 30: Westchester Community College