

WESTCHESTER LIBRARY ASSOCIATION

Minutes of the Board of Directors Meeting

Wednesday, January 13, 2021

Remote Meeting on Zoom - 9:30 am

Present: Giovanna Fiorino-Iannace, Diana Lennon, Elaine Provenzano, Joanna Rooney, Kim Stucko,, Krishna Horrigan, Megan Fenton, Kathryn Feeley, Oz Coto-Chang, Susanne Markgren, Kathy Palovick, Terry Kirchner, Lisa Dettling, Martha Iwan, Joseph Mannozi, Christa O’Sullivan, Allison Robbins, Eleanor Friedman, Mayra Cabrera, Catherine Riedel

Excused: Kathy Beirne, Maxine Grandison, Z. Baird,, Dan Glauber, Anthony Reda

The meeting was called to order at 9:33 a.m. Diana made a motion to accept the minutes of the December 9, 2020 meeting as read; Megan seconded. The motion was passed and the minutes were approved. Jayne asked if minutes were being loaded on WLA’s website. Joanna stated that they were being sent to Dan Glauber and he confirmed he has been adding them to the website.

President’s Report: Giovanna

- **New Library Author Talks Series** with WLS & Book YaYa (DeLauné Michel)

Launch on Thu, Jan 28 at 7 pm with Pamela Paul *How to Raise a Reader*.

Plans to be one of several author talks, possibly monthly. Terry commented that this is a pilot and asked for constructive feedback through the process.

- **Virtual Mid-Winter Conference - Wed, Feb. 3, 9 am – 12 pm** on Zoom Meeting format

Current Technology & Best Practices for Libraries and Archives Panel including Hillel Arnold, Robert Cartolano, Lisa Kropp and Kathryn Shaughnessy

- Program agreement forms have been sent out and at this time one form has been returned
 - Jayne reviewed the tentative schedule from the agenda.
 - Jayne noted that we need to get permission from speakers to be able to record the session. This needs to be added in the form but for now Jayne will send an email and their response will be their confirmation.
 - Jayne asked for breakout room volunteers. Kathy, Kim, Mayra and Elaine volunteered.
 - Elaine said we should have a slide for thanking our sponsors, WLS and WALDO.
 - Paypal or check is the form of payment. We have 25 people registered to attend at this time.
- **Past Presidents Roundtable** - Jayne sent an email to invite former WLA presidents since 2015 for a roundtable discussion to work on the bylaw revisions. Invited were Elaine Provenzano, Diana Lennon, James Trapasso, Liz Anastasi, and Sarah Rogers. Bonnie Katz and Dan Glauber were also invited but unable to participate. Joanna will attend to take minutes on February 4th.
 - Kim has come up with a list of questions to ask on the history of the organization.
 - Roundtable discussion will hopefully take place about at least every 3 months.
 - Jayne and Kim have been going reviewing the list of responsibilities to revisit everyone’s role on the board. Elaine and Diana started the document and additions are being made. Jayne wants all members to review the descriptions at a later date.

Vice-President's Report: Kim

- **Update on non-profit status** - still waiting to hear back from Pro Bono Partnership. Hopefully by the February board meeting there will be a meeting scheduled and things will be progressing on getting our status back.
- **NPW Membership (Nonprofit Westchester)**. Terry kindly added WLA to the membership list. One of the benefits, every member on the WLA board can become a member. Send Kim information if interested and she will respond on how to become a member. Members can then sign up for NPW's member-only webinars.
- **Upcoming Meet & Unwind – Thursday, January 28 @ 6 pm, followed by the Library Author Talk at 7 pm**. There are two separate invitations and registrations.
- **Annual Conference & Business Meeting** - Possible dates either Monday, May 3 or Friday, May 7 from 8:30 to 2:00 pm with time for lunch. Kim asked that if anyone knows of other events going on those days, please bring it to her attention.
- **Possible Keynote Speakers** (1 keynote speaker and two breakout sessions)
 - Dan Harris, author of *10 percent Happier*, Michale Shine, *The Hype Handbook* Michael Shein (local author), Sanja Gupkah author of *Keep Sharp: How to Build A Better Brain*. Adam Grant author of *Think Again: The Power of Knowing What You Don't Know*, Dian Grisel author of *Silver Disobedience Playbook*.
 - Jayne suggested Dan Harris and Adam Grant as possible keynote. Catherine suggested doing research on how much each speaker costs. Kim will send out a survey to board to help prioritize the order of contacting speakers. Survey will have the two dates, theme for the conference, keynote speakers, and breakout sessions and possible fee. The fee could depend on the speaker/book. \$30-\$40 as possible conference fee.
 - Kim asked for permission to spend up to \$1,000. Allison commented that a bigger name might draw more attendees. We need to vote to decide the maximum on how much to spend on the keynote speaker.
 - The speaker's book will be included. Books will be mailed or picked up at specific libraries.
- **Possible breakouts**
 - Ideas from workshops from BOCES conference last year called "A Young Author workshop." Kim suggested two workshops on writing. Jayne mentioned including a panel discussion on transitioning in librarianship. Jayne also suggested two breakouts would be plenty for the conference..
- **Date for conference**
 - Martha noted it has always been on Fridays. Kathy commented the legislators are in session on Mondays, therefore Friday would be better. Jayne proposed, Friday, May 7th. Also discussed Friday, May 14th as another option.
 - Kathy Palovik will get in touch with legislators once we have the date.
 - Martha discussed possible sponsors. Field Goods has verbally committed. Kim sent Martha a generic letter for sponsorship. Jayne asked if sponsors will be given speaking time. Martha said to wait until sponsors are in place.

- Diana reminded everyone that the annual business meeting needs to be part of the conference and the awards. Ballots need to be set up for the conference. Jayne commented that we should use Election Buddy again this year.
- Terry suggested having the vendors prepare a video to be displayed at the conference and make it a game with a prize.

Treasurer's Report: Allison

- Memberships have been rolling in and have been deposited.
- Actual numbers will be reflected in next month's report.
- Check went to NY State for paperwork status.
- Adjustment to the line shows gross number of membership not the net with notes on the side of the report.

Professional Development Committee: Krishna and Megan

- Krishna said they are working on another job style workshop – job search and interview skills – 2 part series (more interest in interviewing, 90 minute session). Kim's contact: Lynn and Jeanne gave proposal \$750 for both or \$375 for an individual session. Megan and Krishna would like to focus on the interviewing session to save money. They also discussed possible diversity and inclusion speakers but wanted feedback from the board.
 - Terry put in the chat that WLS can split the cost with WLA in the interview and job skills workshop.
 - Discussed how the job skills would be different from the resume workshop. Martha questioned if the job search workshop would apply to librarian positions and the civil service. Jayne questioned whether the job search workshop might be redundant to the workshop that was already offered last fall.
 - Megan noted possible dates would be the end of Feb/March for the 2 part series.
 - Krishna said we could do the interview workshop but reach out to local contacts to discuss job search strategies in the library field.
 - Kim mentioned the topic of how to transition to librarianship or how to transition out of librarianship.
 - Terry suggested the career development program could be a panel of librarians. Jayne noted that WLA had a panel a few years back on Academics/ special/ school and public panel showcase. Krishna said they would look into this idea. Jayne noted it could be a possible program for the annual conference.
 - Elaine suggested having someone from a library school to speak on the different career paths and trends in the field. Jayne added that we can start with someone we know from local library schools.
 - Megan asked if a 50 percent deposit requested on acceptance of a proposal is acceptable for the workshop. Jayne said it was the norm to pay on or after the date of the program.
 - Megan mentioned plans for a possible diversity and inclusion workshop in April. Krishna suggested the topic of building a collection with diversity and inclusion. This will be discussed at the WLS Adult Services meeting tomorrow.

Newsletter Committee: Elaine and Diana

- Elaine is collecting any blurbs on the programs. Please include a description with images.
- Diana said they had 40 responses to the survey; no real surprises. Diana shared some of the highlights of the survey. The biggest change at the libraries is curbside service, browsing hours, appointments. Changes in building included 92 percent changes in furniture and meeting rooms. and interesting note; 30 percent new use of outdoor use. There has been 84 percent use in social media increase. Feedback has indicated most patrons have been extremely understanding. Results of the survey will be published in the next newsletter.

Public Relations Committee: Christa

- Flyers have been going out for all programs. Once we have a date for the annual conference, Christa will create flyers and the schedule for them to be sent out. Jayne said focus needs to be on the Mid-Winter conference for now. Christa said the email blast is scheduled for next week. Christa said usually scheduled to go out weekly but less during the holidays.

Legislation Committee: Kathy

- Nothing to report. Jayne suggested inviting the governor again this year. Once we have a date, we can develop a letter to be sent both email and snail mail.

Academic and Special Libraries Committee: Mayra

- WCC is open in limited hours. WCC will be having in-person instruction in the Fall, no discussion for the summer session. Mercy College is still virtual.

Youth Services Committee: Lisa

- Battle of the Books (unofficial summer league using the books that were selected for last year). There will be virtual competition between libraries for Summer 2021. No budget or fundraising.
- No Mock Awards this year. There will be a mock Printz Awards coming up soon.
- Book Buzz is still meeting monthly and virtually.

Archives Committee: Elaine and Catherine

- Elaine created a document for WLA Archives on Google Drive. Catherine has started to add documents and is halfway. Jayne noted that at the Roundtable, we can ask the past presidents if there is anything that they have to add to the archives. Kim suggested going to the WLA website to read minutes from the last 3-4 years to see the history of the various committees. Kim noted the minutes was where she learned that WLA had placed information with the Westchester Historical Society.

Outreach: Kim and Martha

- Covered in Kim's report.

SWBOCES (Eleanor & Joe):

- Eleanor provided information on the upcoming SWBOCES School Library Virtual Conference. It will be over 2 weeks at the end of January beginning of February in the morning and afternoons with various speakers and presentations. Krishna will be presenting on the topic of outreach with WLS. Eleanor will send more information about the sessions to the email list.

New Business:

- February board meeting is the third Wednesday this February due to the Mid-winter conference falling on the first Wednesday in February. It was changed so we don't have two meetings, two Wednesdays in a row.
- Jayne hopes that everyone who works in a section or chair will continue. The ballot will need to be created for next year.
- The Archives program has close to 50 people registered. Jayne will send out a reminder email to everyone who registered for tomorrow morning.
- Kim submitted useful websites with hyperlinks:
Non-Profit Westchester
<https://npwestchester.org/>
The People's Inauguration
<https://thepeoplesinauguration.org/>
The National Constitution Center
<https://constitutioncenter.org/>

The meeting was adjourned at 11:05 a.m.

Respectfully Submitted,

Joanna Rooney

Next meeting date: Wednesday, February 17 @ 9:30am on Zoom