

WESTCHESTER LIBRARY ASSOCIATION

Minutes of the Board of Directors Meeting

Friday, June 28, 2024

Remote Meeting on Zoom – 1:00 pm

Present: Krishna Brodigan, Mayra Cabrera, Daniel Frett, Dan Glauber, Deborah Nelson, Elaine Provenzano, Renee Rauch, Gillian Rothchild, Miriam Saphra

The meeting was called to order at 1:22 pm.

A motion to approve the May meeting minutes with revisions was made by Renee Rauch and seconded by Elaine Provenzano.

President's Report

- Renee Rauch reported on the good turnout for this year's business meeting. It was a great opportunity to meet new people and enlist new officers for the board.
- Future community conversations, such as the one presented after the business meeting, sponsored by Humanities New York, would be an ideal way to increase membership.
 - Elaine Provenzano suggested holding future Meet and Greets at libraries that can accommodate programs, especially if the staff can't get away to attend an event. A hybrid event would garner more interest in programs.
 - Gillian Rothchild mentioned switching up things and offering various meeting times, such as Friday evening or Monday morning. The mixed options would engage people in different ways. Maybe a message board can be set up for this purpose
 - Krishna Brodigan suggested a pseudo message board on LinkedIn as one option.
 - Miriam Saphra mentioned Teams with library email accounts as another possibility. Elaine Provenzano noted that Teams doesn't work with guests and non-organizational accounts.
 - Krishna also indicated the need for feedback on successful times. Often, it depends on the library director as to who can attend. Dana Hysell has had success with offering Youth Services meetings in person at different libraries. A mix of hybrid and in person sessions would be best. The Community Conversations can be hosted by libraries and other non-profit organizations. Topics can include current events and library issues.
- Renee reminded everyone that the attendees to the Annual Business Meeting have not received their CEU certificate. Giovanna Fiorino-Iannace offered to send them out and will need the attendance list.
- The turnout at the last Meet and Unwind on June 12 was low, but Renee feels we should keep offering them. Some directors indicated they were not aware they were happening.
 - Elaine mentioned the timing may have been an issue since it was toward the end of the school year.
- As of July 5, Gillian will take over as the new WLA president. Renee enjoyed working with everyone and was touched by the support and encouragement she received.

Vice President Report

- Gillian Rothchild reported on the three winners of the Bonnie Katz Award – Z. Baird from the Crestwood Library, Dan Briem of the Harrison Library, and Jefferson Quituisaca at Ossining Public Library

Treasurer's Report

- There were no large amounts spent or purchases made since our last meeting. Some membership payments have started to arrive.

Section/Committee Updates

Youth Services – Lisa Dettling

No report

Academic & Special Libraries - Mayra Cabrera / Anthony Reda

- Mayra Cabrera reported that the first term summer session cruised along well and WCC is comparing the fall and spring semesters for information on literacy and how long distance learning has been affected.

Professional Development – Deborah Nelson / Daniel Frett

No report

Legislation Committee – Dana Hysell

No report

Website - Dan Glauber

Dan Glauber reported that he has been working on the issues with the WLA website. The 500 Error has been fixed but we are still receiving the 403 Editing Error message. Dan is talking with Bluehost to remedy the problem. They are checking for malware now on the back end. Renee thanked Dan for his help.

Membership - Krishna Brodigan

- We need a recruitment strategy and an update on mailing lists to distinguish active and inactive members.
 - Krishna created a spreadsheet in Google for membership.
 - Constant Contact has a large list of recipients of the WLA newsletter and is one place to gauge interest levels.
 - Giovanna mentioned a list of library schools containing department head contact information was created a few years ago and saved on the WLAPresentVP gmail drive.
 - Lists of school librarians and academic groups, such as ACRL and the School Librarians Association, will also be drafted.

Newsletter – Elaine Provenzano and Miriam Saphra

- The Spring newsletter was distributed this month via email
- Thank you to Elaine and Miriam for preparing the newsletter.
- Miriam will be going on Maternity Leave in September, during which time Elaine has offered to stay on with the newsletter, however, she does need help with the content.
- Elaine suggested the updating of login information on the Constant Contact account. She has images Giovanna sent that can be put together for membership and event announcements in the next newsletter, including the winners of the Bonnie Katz award.
 - Elaine asked that content be sent to her by mid-September for the fall/winter newsletter.

Vendors/Conference - Martha Iwan

No report

WLA Archives – Elaine Provenzano, Giovanna Fiorino-Iannace, & Krishna Brodigan

No report

New Business

- Long-time board member Elaine Provenzano announced her retirement from the Tuckahoe Public Library at the end of July and expressed how much she has enjoyed working with WLA and WLS. Elaine may return Part-Time after 2025.
- Renee, Gilian, and Krishna met in May to discuss recruitment options for the Membership Committee. They suggested the creation of a WLA handbook to offer guidance and pitch the idea of becoming active in the association.
 - Krishna created a template for the executive board and committee chairs to indicate the role and responsibilities of each position and who the primary contacts are in each situation. This role summary and essential task list will increase the professional value of participating.
 - Elaine mentioned that Diana Lennon started a long document on role summaries when she was Vice President and President of WLA. Elaine suggested creating a committee to review each WLA Section/Committee and their respective roles.
 - Gillian agrees it is helpful and crucial to have these summaries of responsibilities documented.
- The Vice President position is open and volunteers are needed on several committees.
- Renee proposed a WLA board members retreat on August 5 to review membership and new ideas and an End of the Year party at WLS. Krishna offered to book a space as needed at WLS.

Meeting was adjourned at 2:10 pm.

Respectfully Submitted,
Giovanna Fiorino-Iannace

Upcoming Board Meetings: To be announced