

**WESTCHESTER LIBRARY ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**November 8, 2015**  
**Greenburgh Public Library**

**Present:**

Liz Anastasi, Alex Gaete, Maxine Grandison, Mallory Harlen, Martha Iwan, Diana Lennon, Donna Pesce, Sara Rodgers, Sarah Rodriguez, Sharon Rothman, Linda Surovich, John Torres, James Trapasso

**Excused:**

Tim Baird, Z.B. Baird, Elizabeth Coppola, Dan Glauber, Martha Iwan, Bonnie Katz, Terry Kirchner, Joseph Mannozi, Maureen Petry

The meeting was called to order at 10:00. Diana Lennon made a motion to accept the minutes of both the September 2015 and October 2015 meetings as read; Sara Rodgers seconded. The motion was passed and the minutes were accepted.

**President's Report:**

- Liz Anastasi sent job descriptions for vacant committee positions to the Board; Linda Surovich will send to extended WLA membership. We need to try and fill these slots as soon as possible. Please suggest these positions to anyone you may have in mind. Liz also posted them on several listservs as well.
- At the October meeting, Bonnie Katz brought up the issue of a Mid-Winter conference: what should we do? John Torres said there is not enough planning time. We should skip a conference for this year. The idea of a sustainability workshop with Rebekkah Smith-Aldrich was suggested—if we held this as a smaller event at a library, it would be much easier than trying to coordinate with Westchester Community College. We can also offer breakfast instead of lunch to save money. Liz will email Rebekkah to see what her availability is and would like to send out Save-the-Dates before the holidays (if possible, before Thanksgiving). A lot of Rebekkah's engagements are free as part of her outreach job. We can charge for the event: make it distinct between members (\$5) and non-members (\$10). Once we have a date, Alex will make a flier and Linda will send to WLA members.
- She also asked that we all update our contact information for the WLA website; she'll then forward any changes to Dan.

**Treasurer's Report:**

- We still have not received a check from Metro. Martha has been following up with Terry and Sharon will reach out to Metro again.
- There was a second charge for Constant Contact and we wondered who handles that. It had been Carolyn; if we are still paying for it, we might as well use it. John can do a newsletter. It was suggested that we look at our account to see whose contact information our communications go out to—this is probably outdated. Sharon will ask Carolyn for login information and the source of the second charge.

### **Membership Report:**

- Linda met with Srivalli and has all of the information and training done.
- If we cancel Constant Contact, Linda has the ability to send things out to all of our members.
- The membership year runs from January to December. Lin will write something up for Alex to include on the Save-the-Date (i.e. “Now is the time to renew your membership...”)

### **Web Administration:**

- No report

### **Reference Committee:**

- No report

### **College Committee:**

- No report

### **Youth Services Committee:**

- Sarah Rodriguez needs someone to lead the Newbery Discussion at the WLA/WLS 2016 Mock Printz Awards to be held January 7<sup>th</sup>. The reading list for the event should be going out next week. She asked if WLA would provide \$250 to feed attendees (pizza, soda, cookies). Sharon motioned to approve the request; Maxine seconded. Unanimously, the Board agreed to provide this money. WLA membership forms will be made available at the event.
- We discussed having a brochure to make available for people who are new to WLA: a fact sheet listing member benefits. Alex will make a “Perks of Being a WLA Member” sheet.
- Sarah reported that the WLS Performer’s Showcase went very well; 45 people attended. She shared that passive programming is very interesting; these programs don’t require time and staff involvement, but they get patrons engaged (example: Mr. Potato Head felt book)—this could be great for the WLA conference. We could have a write-up of the program with pictures and contact information; it would be relevant for members and fix the downtime problem. Sarah will follow up with Rebecca Teglas on the format they used and ask her to send information to the Board: we can make electronic resources available on the website.

### **Support Staff Section:**

- No report. Sara said that she may have a good person to join the committee.

### **Conference Committee:**

- We still need a chair for this committee
- Sara has been in discussion with the Doubletree regarding hosting our conference on May 6<sup>th</sup>. She would need credit card authorization to put a deposit down in order to hold the date. We would not be in the Grand Ballroom this year, but in a comparable one. Martha wondered if it will still have room for vendors, as well as wondered what the electrical

and internet availability is. Sara will follow up with the Doubletree. It would be similar pricing to last year's conference.

- We had a very spirited brainstorming session about this year's conference theme, with ideas like community, connections, grow(ing), and branching out coming up frequently. We discussed having a tree with leaves, each representing a different type of library or community group and we landed on our conference theme: "Libraries Rooted in Your Community: Cultivate. Partner. Grow". Diana moved to accept this as this year's theme. Maxine seconded. All board members were in favor.
- Maxine suggested that we give seed packets out with registration material to be a cute tie-in to our theme.
- Diana and Alex will work on a flier.
- Martha reached out to Terry about the noise expert discussed at previous meetings, but she has not heard back. Donna noted that she had a conversation with a patron who happens to be an architect, and they talked about the sound issue. She will follow up with him to see if he'd be interested in speaking at the Conference. We discussed collaborative work areas that have become popular at places like Harper-Collins—this doesn't have to be library specific. Alex will reach out to the Purple Crayon in Hastings. We can have an all-purpose workshop in the afternoon: "Balancing Noise Needs: To Shush or Not To Shush?" This transcends all library types.
- We should invite Board of Trustees members.
- James will reach out to Victoria Garity regarding a Going Green workshop.
- We can also have a presentation on how to make reclaimed space pretty; Greenburgh's garden is a prime example of this. It would be a very interesting roundtable discussion.
- At the December meeting, we can discuss who we may have for workshops. Donna will contact legislators now that we have a date and will reach out to Elise Burke at WLS.

#### **Public Relations Committee:**

- No report

#### **Legislation Committee:**

- Donna will reach out to legislators so the WLA Conference can go on their calendars. We discussed having them speak for half an hour to 45 minutes before lunch. Next month, we'll discuss more about the Conference Schedule.

#### **Professional Development Committee:**

- This committee still needs a chair.

#### **Vendor Committee:**

- No report.

#### **Directory Committee:**

- This committee still needs a chair.

#### **Old Business**

- Ad Hoc Survey: we'll coordinate this with the January event. Liz will ask Dan to put it on the website and James will post on social media.

A motion to adjourn was made by Martha at 11:35; James seconded and the meeting was adjourned.

Respectfully Submitted,  
Mallory Harlen

**Upcoming Meetings:**

**December 10, 2015 at the White Plains Library**

**January 14, 2016 at the Hastings Public Library**