

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
RIVERFRONT LIBRARY  
JANUARY 12, 2015

**ATTENDANCE**

TRUSTEES:	Nancy Maron Gregory Arcaro Alexandre Olbrecht Jim Buckley John Margand Harris M. Lirtzman
LIBRARY DIRECTOR:	Stephen E. Force
DEPUTY DIRECTOR:	Edward Falcone
BUSINESS MANAGER:	Barbara Quis
ADMINISTRATIVE SECRETARY:	Sarah McAllister
YONKERS REPRESENTATIVE ON THE WLS BOARD OF TRUSTEES:	None
UNION REPRESENTATIVE:	Emily Power, Clerk I Riverfront Library
STAFF REPRESENTATIVE:	None
GUEST:	Jaime McGill, Industrial Development Agency, City of Yonkers

The Board meeting began at 7:05 p.m.

A Proclamation was presented to Mr. Force from Jaime McGill of the Mayor's Office. It highlighted his achievements during his tenure as Library Director and proclaimed Mr. Force's retirement date of January 15, 2015 as "Stephen E. Force Day".

## **MINUTES**

On motion of Tr. Buckley, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of December 18, 2014.

On motion of Tr. Olbrecht, seconded and unanimously carried, the Board approved the correction as amended in the Minutes of the Board Meeting of November 24, 2014 to read: "Director Force told Board members that Melissa Goldberg from the City of Yonkers met with him and Deputy Director Falcone regarding closing Grinton I. Will Branch on 12/6, 1/8, and 1/9 to allow HBO to film."

A discussion regarding the Fiscal Year 2016 Budget Request took place among Board members.

## **DIRECTOR'S REPORT**

The Board went into a Committee of the Whole Meeting at 7:45 p.m.

The Board resumed the Meeting at 8:13 p.m.

On motion of Tr. Buckley the Board unanimously voted to appoint Susan Thaler as Acting Deputy Director of Yonkers Public Library effective 1/30/15.

## **DEPUTY DIRECTOR'S REPORT**

Deputy Director Falcone reported that HBO had finished filming at Grinton I. Will Branch on January 9 about 2:00 p.m. per Sandy Amoyaw, Branch Administrator. Mr. Amoyaw said that the activities went smoothly.

Deputy Director Falcone told Board members that there was a pre-bid tour regarding the Technology Training room at Riverfront Library on 1/7/15. He said that five contractors showed up. The bids are due back no later than 1/23/15.

Deputy Director Falcone discussed the Library's Code of Conduct with Board members and asked them for a motion to add a sentence which would ban sleeping in the Library.

On motion of Tr. Olbrecht, seconded and unanimously approved, the Board voted to update Policy #II-M-1 to add “no sleeping” to Section 4, which update will be revisited in 90 days after having been reviewed by Tr. Arcaro.

### **UNION REPRESENTATIVE’S REPORT**

Union Representative Emily Power said the entire staff will be sad to see Mr. Force leave for his retirement. She said the staff appreciated his concern, his visibility, his accommodating ways, that he knew everyone by their name and that he solicited their opinions. They wish him well and hope he enjoys his retirement.

### **STAFF REPRESENTATIVE’S REPORT** - None

### **WLS REPORT** - None

### **PERSONNEL REPORT**

On motion of Tr. Buckley, the Board acknowledged the following resignations:

Sonia Bajana, Sr. Personal Computer Specialist, \$112,880, effective 1/15/15.

Stephen Force, Library director, \$150,861, effective 1/15/15.

### **COMMITTEE REPORTS**

**Budget & Planning:** Maron, Olbrecht, Buckley

**Finance:** Maron, Olbrecht, Buckley, Margand

The Board reviewed Tr. Olbrecht’s policy on Bill List Procedures. A discussion ensued regarding notification to YPL Trustees via e-mail when a monthly Bill List is ready.

On motion of Tr. Olbrecht, seconded and unanimously approved, the Board agreed to adopt the new Bill List policy entitled Procedure for Approving Bills.

**Employee Relations:** Maron, Buckley, Margand

**Buildings & Grounds:** Maron, Arcaro

**Fundraising & Development:** Maron, Olbrecht, Margand

### **RATIFICATION OF BILLS**

On motion of Tr. Buckley, seconded and unanimously carried, the Board ratified payment of bills as listed on Schedule 752.

### **UNFINISHED BUSINESS**

Tr. Lirtzman told Board members that he has a template from the City of Yonkers and Yonkers Board of Education regarding Procurement which may be utilized and slightly restructured to fit the needs of the Library. Tr. Maron suggested that a discussion document become ready in the beginning February and presented at February's Board meeting for presentation to the Board members.

### **NEW BUSINESS** – None

The Board went into a Committee of the Whole Meeting at 8:40 p.m.

The Board Meeting was resumed at 9:16 p.m.

The Board Meeting was adjourned at 9:17 p.m.

**NEXT BOARD MEETING DATE** – Thursday, February 19, 2015, 7:00 p.m.,  
Grinton I. Will Branch

Edward Falcone  
Acting Library Director & Secretary