

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
RIVERFRONT LIBRARY  
OCTOBER 18, 2018

**ATTENDANCE**

TRUSTEES:	Anietra Guzmán-Santana Nancy Maron Stephen Jannetti Joseph Puglia Josephine Ilarraza John Saraceno
LIBRARY DIRECTOR:	Edward Falcone
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	Sarah McAllister
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Brandon Neider, PC Tech I, Grinton I. Will Branch

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

**MINUTES**

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of September 20, 2018.

**MANAGEMENT REPORT**

Director Falcone updated Board members on the Will façade. The project is still behind schedule, and the revised timetable shows substantial completion no earlier than January.

Director Falcone informed Board members that the Will Branch will require temporary heat for several weeks while the boiler is being replaced. Chris Connor, COY Project Manager, will be overseeing and hopefully expediting the completion of this project.

Deputy Director Thaler told Board members that the 1000 Books Before Kindergarten initiative continues to be a great success.

Director Falcone commended the head of YPL IT Department, Carlos Figueroa, as well as Brandon Neider and Frank Iwuchukwu for their work on the recent phone system upgrade.

Tr. Maron represented the Board at the Art Gallery Committee meeting last week. Haifa Bint-Kadi introduced two new committee members at that meeting, and also presented an exhibit schedule covering the next two years.

Director Falcone thanked Tr. Maron and Tr. Guzmán-Santana for information which led the Library to obtain a Verizon \$10,000 grant for Virtual Reality. YPL also applied for a Con Edison grant to support arts education in the Riverfront Gallery.

Director Falcone informed Board members that Human Resources professional Rebecca Mazin will be revising the YPL Policy on Harassment to insure that it complies with recent changes in State regulations. Ms. Mazin will also be leading a new round of training workshops on this topic for Library staff beginning this month. In addition, we are working with the COY Human Resources Department to make their web-based training modules available to YPL staff.

The Chamber of Commerce will be honoring the Library, as well as other service organizations, on November 15, 2018 at the Castle Royale.

**UNION REPRESENTATIVE'S REPORT** – Union Representative, Brandon Neider had nothing to report.

**WLS REPORT** – WLS Representative Tr. Joseph Puglia reported to Board members that he was unable to attend the last meeting. Director Falcone attended a Director's meeting this morning and said that WLS officially agreed to sign a contract with a new vendor to provide the next integrated library automation system. Director Falcone distributed to Board members the WLS 2017 statistics report and 2018 Library Trustee handbooks.

## **PERSONNEL REPORT**

The Board acknowledged the following salary promotions:  
Emily Power, Senior Library Clerk, \$44,965, effective 9/21/18  
Biagio Capirchio, Librarian II, \$63,213, effective 9/21/18  
Ralph Cooper, Librarian II, \$63,213, effective 9/21/18

The Board acknowledged the following retirement:  
Beatrice Schimler, Senior Library Clerk, \$49,226, effective 10/5/18

The Board acknowledged the following transfer:  
Khanliah Grady, Senior Library Clerk from Riverfront Library Clerical to Riverfront Administration, effective 9/21/18.

## **COMMITTEE REPORTS**

**Finance, Budget & Planning** - Guzmán-Santana, Saraceno, Jannetti  
On motion of Tr. Jannetti, seconded and unanimously carried, the Board authorized \$8,910 be allotted from the Contributions Fund for payment to a vendor. This payment will be reimbursed to the Library by the Foundation.

Director Falcone said that he, Deputy Director Thaler and Business Manager Presedo have started discussions on the FY20 budget proposal. This will be an agenda item at the November meeting.

**Employee Relations** – Guzmán-Santana, Touba, Puglia

**Buildings & Grounds** –Guzmán-Santana, Maron, Saraceno, Ilarraza

**Fundraising & Development** – Guzmán-Santana, Maron, Jannetti

Tr. Guzmán-Santana and Tr. Maron thanked everyone who attended and supported the success of the 10/17/18 Gala held at the Riverfront Library. A financial accounting of the event will be presented at the Foundation's upcoming board meeting.

## **PAYMENT OF BILLS**

On motion of Tr. Saraceno, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule 796.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

On motion of Tr. Maron, seconded and unanimously carried, the Board approved the 2019 Holiday Schedule.

On motion of Tr. Ilarraza, seconded and unanimously carried, the Board approved closing the Library at 12:00 noon on Monday, December 24, 2018.

Tr. Guzmán-Santana led the Board members in a discussion regarding the Montefiore grant and CLUSTER. Deputy Director Thaler advised Board members on the status of the continuation of the grant.

Director Falcone advised Board members that The Sharing Community will be closing its doors on December 31, 2018. The Journal News will be focusing on homelessness in Downtown Yonkers in an upcoming edition, and some YPL staff and patrons were interviewed for the article.

The Library is planning a staff holiday party for December 7<sup>th</sup> at Dunwoodie from 6-10 p.m.

**NEXT BOARD MEETING DATE** – Tuesday, November 20, 2018, 7:00 p.m. at the Grinton I. Will Branch.

## **EXECUTIVE SESSION**

Tr. Puglia motioned to enter into Executive Session at 9 p.m. to discuss the performance of a particular employee.

The Board exited Executive Session at 9:45 p.m. and adjourned upon a motion by Tr. Maron.

Edward Falcone  
Library Director & Secretary



## STAFF BULLETIN #13

### HOLIDAY SCHEDULE – 2019 (REVISED)

#### Holiday

#### Date

New Year's Day	Tuesday, January 1
Dr. Martin Luther King Jr.'s Birthday	Monday, January 21
Lincoln's Birthday	Tuesday, February 12
Washington's Birthday	Monday, February 18
Easter	Sunday, April 21
Memorial Day	Monday, May 27
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Columbus Day	Monday, October 14
Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving Day	Thursday, November 28
Christmas Day	Wednesday, December 25

#### **Close at 5 p.m.:**

Thanksgiving Eve	Wednesday, November 27
Christmas Eve	Tuesday, December 24
New Year's Eve	Tuesday, December 31

**Approved by the YPL Board of Trustees on October 18, 2018**