

**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
RIVERFRONT LIBRARY
DECEMBER 13, 2018**

MINUTES

[ACTION ITEM]

Approve Minutes of Board Meeting November 20, 2018.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointments:

Acknowledge the following retirement:

Sarah McAllister, Administrative Sec'y./Steno. \$73,459, eff. 11/30/18

COMMITTEE REPORTS

Finance, Budget & Planning -Guzmán-Santana, Saraceno, Jannetti

Employee Relations -Guzmán-Santana, Touba, Puglia

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

Fundraising & Development -Guzmán-Santana, Maron, Jannetti

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #798

UNFINISHED BUSINESS

Board Self-Evaluations

[ACTION ITEM] FY2020 Operating Budget

NEW BUSINESS

NEXT BOARD MEETING DATE: January 24th @ Grinton Will

YONKERS PUBLIC LIBRARY
BOARD MEETING
GRINTON I. WILL BRANCH
November 20, 2018

ATTENDANCE

TRUSTEES:	Anietra Guzmán-Santana Nancy Maron Derrick Touba Joseph Puglia 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:	None

The Board Meeting began at 6:58 p.m.

MINUTES

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of October 18, 2018.

MANAGEMENT REPORT

Director Falcone informed the Board that the Will façade project remains behind schedule. Windows are expected to be delivered next Tuesday and frame installation will begin. The vestibule and the main level approach are currently being worked on.

Director Falcone gave an update on the Will boiler project. The piping is almost done on one of the original boilers, which should provide heat tomorrow. Director Falcone commended Will staff for working through uncomfortable conditions and told Board members they would be notified and updated as conditions progress.

Director Falcone addressed the recent snow storm and said that everyone eventually got home safely. Tr. Guzmán-Santana told Board members that Director Falcone and Deputy Director Thaler were on hand all evening to assist students stranded in the Riverfront atrium.

Director Falcone told Board members that the Library has received a grant from Verizon for the Virtual Reality project and is awaiting word regarding the Con Edison grant, which will support activities in the Riverfront Gallery.

Director Falcone advised the Board that the State Library conference held in Rochester, New York was attended by several staff members. Michael Walsh and Brandon Neider presented a program on digital archiving, which was well-received.

Director Falcone announced the November 30, 2018 retirement of Sarah McAllister, Administrative Secretary/Steno, to Board members.

UNION REPRESENTATIVE'S REPORT - None

WLS REPORT – WLS Representative Tr. Joseph Puglia reported to Board members that he attended the recent meeting which addressed the role of trustees.

PERSONNEL REPORT

On motion of Tr. Maron, seconded and unanimously carried, the Board ratified the following appointments:

Carlos E. Bermeo, P/T Page, \$11.00/hr., effective 10/13/18
Laurie Antash/P/T Librarian II, \$25.35/hr., effective 10/20/18
Dillon P. Syron, P/T Page, \$11.00/hr., effective 11/10/18
Yulisa Paz, P/T Page, \$11.00/hr., effective 11/10/18
Glenda Molina, Clerk I/Spanish Speaking, \$38,013., eff. 11/16/18

Acknowledge the following terminations:

Sumaya Kashem, P/T Page, \$11.00/hr., effective 10/13/18
Elizabeth Ortiz, P/T Page, \$11.00/hr., effective 10/20/18

COMMITTEE REPORTS

Finance, Budget & Planning - Guzmán-Santana, Saraceno, Jannetti

Employee Relations – Guzmán-Santana, Touba, Puglia

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

Fundraising & Development – Guzmán-Santana, Maron, Jannetti
Tr. Maron reported that the Foundation will be starting an annual appeal campaign very soon. All plaque donations will now be \$125.00 and up. The next Foundation meeting will be on November 29th.

PAYMENT OF BILLS

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule 797.

UNFINISHED BUSINESS

Director Falcone continued a discussion on the FY20 YPL operating budget. The management team will present the Board with a detailed budget presentation at the December meeting.

NEW BUSINESS

Director Falcone advised Board members that New York State passed new regulations for mandatory requirements regarding sexual harassment. Our new policy does not meet all criteria and minor changes have been made.

On motion of Tr. Maron, seconded and unanimously carried, the Board approved, with a correction to page 2, line three, the revised Harassment Policy.

The Board agreed that Tr. Touba will head the nominating committee for 2019 officers.

Board members discussed trustee self-evaluations and how to improve their roles and advocacy.

Tr. Guzmán-Santana reminded Board members about the December 2019 Plan Work Session to discuss ideas for inclusion in the FY20 budget.

Director Falcone requested an adjustment in the Sunday hourly rate for part-time employees to encourage more participation in Sunday service

On motion of Tr. Saraceno, seconded and unanimously carried, the Board approved increasing the hourly rate for part-time staff to time and a half for Sunday only.

Director Falcone invited the Trustees to the Library's staff holiday party to be held on December 7th at Dunwoodie from 6-10 p.m.

NEXT BOARD MEETING DATE – Thursday, December 13, 2018, 7:00 p.m., at the Riverfront Library

EXECUTIVE SESSION

Tr. Touba motioned to enter into Executive Session at 8:44 p.m. to discuss the performance of a particular employee.

The Board exited Executive Session at 9:05 p.m. On motion of Tr. Saraceno, seconded and unanimously carried, the following resolution was adopted:

RESOLVED, that the Board of Trustees of the Yonkers Public Library hereby approves the Stipulation of Agreement between the Library, the Local 704 B, Service Employees International Union, AFL-CIO and employee #733881 dated November 20, 2018, and hereby authorizes the Library Director to execute all documents pertaining to same and to take all actions consistent with the terms thereof.

On motion of Tr. Maron, the meeting was adjourned at 9:12 pm.

Edward Falcone
Library Director & Secretary

Yonkers Public Library

Bill List November 2018

Vendor Name	Description	Date	Amount
CAPITAL FUNDS			
AMERICAN EXPRESS	MATERIALS & SOFTWARE	11/13/2018	
BAKER & TAYLOR	MATERIALS	11/30/2018	35,545.38
BARNES & NOBLE	MATERIALS	11/30/2018	278.71
BARNES & NOBLE	MATERIALS	11/30/2018	492.75
BRODART, CO.	MATERIALS	11/13/2018	103.08
BRODART, CO.	MATERIALS	11/30/2018	174.84
KAEYER, GARMENT & DAVIDSON	GRINTON I WILL BR FAÇADE PHASE 2	11/21/2018	1,305.38
MIDWEST TAPE	MATERIALS	11/13/2018	3.99
MIDWEST TAPE	MATERIALS-WILL	11/13/2018	11.99
MIDWEST TAPE	MATERIALS-RIV	11/13/2018	11.99
MIDWEST TAPE	MATERIALS	11/13/2018	22.48
MIDWEST TAPE	MATERIALS	11/13/2018	44.98
MIDWEST TAPE	MATERIALS	11/13/2018	89.96
MIDWEST TAPE	MATERIALS	11/13/2018	92.67
MIDWEST TAPE	MATERIALS	11/13/2018	95.72
MIDWEST TAPE	MATERIALS	11/13/2018	111.94
MIDWEST TAPE	MATERIALS	11/13/2018	113.61
MIDWEST TAPE	MATERIALS	11/13/2018	181.29
MIDWEST TAPE	MATERIALS	11/13/2018	629.59
MILCON CONSTRUCTION	GRINTON I WILL BR FAÇADE PHASE 2	11/21/2018	47,638.84
NATIONAL LEARNING CORP.	MATERIALS	11/13/2018	401.55
OLA CONSULTING ENGINEERS	BOILER REPLACEMENT	11/13/2018	1,806.08
OLA CONSULTING ENGINEERS	BOILER REPLACEMENT	11/13/2018	2,290.00
RECORDED BOOKS	MATERIALS	11/13/2018	41.60
WAYNE'S ELECTRIC SERVICE	REROUTE CONDUITS: BOILER RPL	11/13/2018	1,350.00
TOTAL			92,838.42

Vendor Name	Description	Date	Amount
CONTRIBUTIONS FUNDS			
AMERICAN EXPRESS	NETWORK SOLUTIONS	11/7/2018	4.40
BITETTI, CHRISTINE	REIMB EXP: GIRLS WHO CODE	11/7/2018	54.52
BLUE DOOR ART CENTER	ART CENTER BIRTHDAY BASH	11/2/2018	125.00
BUTLER, MAUREEN	HOMEWORK HELPER: CRESTWOOD	11/19/2018	75.00
BUTLER, MAUREEN	HOMEWORK HELPER: CRESTWOOD	11/7/2018	137.50
CHENEY, CYNTHIA	HOMEWORK HELPER: RIVERFRONT	11/28/2018	337.50
CHENEY, CYNTHIA	HOMEWORK HELPER: RIVERFRONT	11/7/2018	375.00
COOPER, RALPH	REIMB EXP: NYLA CONFERENCE	11/19/2018	800.00
FALCONE, EDWARD	REIMB EXP: NYLA CONFERENCE	11/13/2018	57.50
LARKIN, JOHN F.	REPLACEMENT CHECK #1287	11/19/2018	112.50
LARKIN, JOHN F.	HOMEWORK HELPER: CRESTWOOD	11/7/2018	150.00
LARKIN, JOHN F.	HOMEWORK HELPER: CRESTWOOD	11/19/2018	150.00
NEIDER, BRANDON	REIMB EXP: NYLA CONFERENCE	11/19/2018	800.00
OSTERMAN, JUSTINE	REIMB EXP: NYLA CONFERENCE	11/28/2018	541.63
SCHOLASTIC, INC.	100 BKS BEFORE KINDERGARTEN	11/13/2018	167.00
THALER, SUSAN	REIMB EXP: NYLA CONFERENCE	11/13/2018	643.39
TRAC SYSTEMS, INC.	CUST PRINTED BARCODED CARDS	11/13/2018	1,040.00
TRAC SYSTEMS, INC.	MAINTENANCE & SUPPORT	11/14/2018	4,862.00
WALSH, MICHAEL	REIMB EXP: NYLA CONFERENCE	11/19/2018	800.00
ZABRISKIE, CHRISTIAN	REIMB EXP: TELESCOPE BAG	11/28/2018	265.00
ZABRISKIE, CHRISTIAN	REIMB EXP: NYLA CONFERENCE	11/28/2018	800.00
TOTAL			12,297.94

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 November 2018

Date	Num	Memo	Amount
Abbey Ice			
11/02/2018	84322	spring water	46.50
11/13/2018	85236	spring water	66.00
11/13/2018	85237	spring water	40.00
11/23/2018	164733	water cooler	33.00
11/23/2018	164826	rental equipment	47.25
11/23/2018	83522	spring water	79.00
Total Abbey Ice			311.75
Acevedo, Zafiro			
11/23/2018	110718za	day of the dead workshop	100.00
Total Acevedo, Zafiro			100.00
American Express			
11/13/2018	6-77003oct18	materials and software	75.19
11/13/2018	6-77003oct18	materials and software	46.00
11/13/2018	6-77003oct18	materials and software	246.94
11/13/2018	6-77003oct18	materials and software	76.98
Total American Express			445.11
Amoils, Roseanne			
11/23/2018	60	job search coaching	1,280.00
Total Amoils, Roseanne			1,280.00
Art & Soul Studio			
11/23/2018	111318aands	art	750.00
Total Art & Soul Studio			750.00
ARTEAGA, KELLY			
11/02/2018	10-25-18KA	program zumba class 10/25/18	70.00
11/13/2018	10302018	zumba for kids	75.00
Total ARTEAGA, KELLY			145.00
AWE LEARNING			
11/23/2018	yonkers18001-1	7 pc stations	19,163.00
Total AWE LEARNING			19,163.00
Battery Plus Bulbs			
11/23/2018	776-p7352328	5 lithium batteries and 1 12v lead battery	275.90
Total Battery Plus Bulbs			275.90
Cablevision Lightpath			
11/23/2018	22892201	internet	5,234.75
11/23/2018	22893171	phones	3,550.62
Total Cablevision Lightpath			8,785.37
Cablevision Optimum			
11/09/2018	07803544469nov18	cable boxes	14.70
11/23/2018	07803065546nov18	cable box	7.35
Total Cablevision Optimum			22.05
Cengage Learning			
11/30/2018	65556035	gale courses	3,000.00
Total Cengage Learning			3,000.00
Citadel Pest Control			
11/02/2018	3518	pest control	200.00
Total Citadel Pest Control			200.00
Clifton, Michelle			
11/23/2018	10-31-18mc	sound meditation program-crestwood	100.00
Total Clifton, Michelle			100.00
Con Edison			
11/23/2018	92142173100dec18	gas	183.20
Total Con Edison			183.20
Crown Janitorial			

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 November 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
11/23/2018	423780-1	spray buff spartan 3040	44.30
11/30/2018	423783-1	janitorial supplies	1,866.16
Total Crown Janitorial			1,910.46
Demco			
11/23/2018	6485796	office supplies	120.32
Total Demco			120.32
DeWaters, Alice			
11/02/2018	103018AD	reimbursement program supplies	45.75
Total DeWaters, Alice			45.75
Emil Yedowitz Landscaping			
11/09/2018	yed7960	winterize sprinkler system	90.00
Total Emil Yedowitz Landscaping			90.00
Figueroa, Carlos			
11/23/2018	110818cf	employee reimbursement for VR equip...	34.98
Total Figueroa, Carlos			34.98
Fredi B Design			
11/02/2018	101218SS	website maintenance July-Sept 2018	390.00
Total Fredi B Design			390.00
GovConnection			
11/09/2018	56241485	4ft. cat5e snagless blue patch	190.00
11/09/2018	56245921	surge and power strips	162.42
11/09/2018	56245924	2 pk. hp 05a black	122.16
11/09/2018	56245927	toners	304.54
11/09/2018	56249523	toners	430.33
11/09/2018	56249526	toner	144.52
11/09/2018	56249550	toners	607.60
11/09/2018	56253488	toners	318.88
11/30/2018	56299819	toners	1,374.84
Total GovConnection			3,655.29
Gruppuso			
11/02/2018	18-339	boiler repair	432.00
11/02/2018	18-348	repaired two electronic toilet flushometers	400.00
11/02/2018	18-355	replaced two electronic toilet flushometers	1,233.00
Total Gruppuso			2,065.00
Heitner, Lois H.			
11/23/2018	15	non-pretzel yoga program-crestwood	50.00
11/23/2018	16	non-pretzel yoga program-crestwood	150.00
Total Heitner, Lois H.			200.00
Hjortart, Sine			
11/02/2018	10-24-18	paper cutting workshop	170.00
Total Hjortart, Sine			170.00
Home Depot Credit Service			
11/02/2018	6140649	3 towers, concrete, paint	133.99
11/02/2018	9064653	3 electric portable crmc towers	119.91
Total Home Depot Credit Service			253.90
Johnson, Suzanne			
11/13/2018	10-31-18sj	reimbursement for harassment training ...	63.09
Total Johnson, Suzanne			63.09
Keane & Beane			
11/23/2018	41528	services rendered	1,627.50
Total Keane & Beane			1,627.50
Kelly, Erin Lee			
11/23/2018	102018elk	family concert	300.00
Total Kelly, Erin Lee			300.00

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 12/05/18
 Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 November 2018

Date	Num	Memo	Amount
Lauter, Daniel			
11/23/2018	102418	sound and mindfulness meditation prog....	100.00
Total Lauter, Daniel			100.00
LDI Color Toolbox			
11/02/2018	1461338	ink cartridges	101.72
Total LDI Color Toolbox			101.72
LE Health Inc.			
11/23/2018	093018	yoga for yogis-crestwood	200.00
11/23/2018	103018	yoga for yogis-crestwood	150.00
Total LE Health Inc.			350.00
Metro Group, Inc.			
11/23/2018	pl 569883	cooling tower inspections and maintena...	782.83
11/23/2018	pl 575039	tower inspections and maintenance Aug.	782.83
11/23/2018	pl 580206	tower inspections and maintenance Sept.	782.83
Total Metro Group, Inc.			2,348.49
Pereira, Teresa			
11/23/2018	110718tp	fall painting sessions-riverfront	150.00
Total Pereira, Teresa			150.00
Peterson's			
11/30/2018	inv-2246406	subscription	56.69
11/30/2018	inv-2246407	subscription	56.69
11/30/2018	inv-2246548	subscriptions	61.39
11/30/2018	inv-2246556	subscriptions	61.39
11/30/2018	inv-2246792	subscriptions	55.60
11/30/2018	inv-2246793	subscriptions	55.60
Total Peterson's			347.36
Proquest			
11/02/2018	70526683	new york times with index	1,238.50
11/30/2018	61697020	paper subscriptions plus microfilm	21,332.20
Total Proquest			22,570.70
S & S Worldwide			
11/02/2018	10503991	program supplies	87.45
11/02/2018	10504712	program supplies	339.02
11/02/2018	10508342	embossed snowflake	31.17
11/13/2018	10512540	wood turkey and wood frame ornament	156.43
11/23/2018	10514259	bottle and cork pk/24	39.98
Total S & S Worldwide			654.05
Safeguard Lock & Key			
11/23/2018	6614	keys	20.00
Total Safeguard Lock & Key			20.00
Scaringella Auto Repair			
11/09/2018	ak2264	auto repair 2006 jeep liberty	314.95
Total Scaringella Auto Repair			314.95
Schall Hardware			
11/23/2018	16784	hardware supplies	109.16
Total Schall Hardware			109.16
Sprague Operating Resources			
11/23/2018	00009700442	dyed bioheat fuel	105.74
11/23/2018	00009710315	bioheat oil	120.15
Total Sprague Operating Resources			225.89
Stanley Convergent			
11/09/2018	15991012	alarm maintenance and monitoring	64.68
11/09/2018	15992584	alarm maintenance and monitoring	683.54
Total Stanley Convergent			748.22
Thrive Reiki			

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 12/05/18
 Accrual Basis

YONKERS PUBLIC LIBRARY BILL LIST - OPERATING ACCOUNT November 2018

Date	Num	Memo	Amount
11/23/2018	21	mindful Monday prog and reiki experien...	120.00
11/23/2018	22	mindful Monday and reiki experience pr...	60.00
11/23/2018	23	mindful Monday prog. and reiki experien...	120.00
Total Thrive Reiki			300.00
Vandross, Gwendolyn			
11/23/2018	111318gv	zumba with Gwyn	140.00
Total Vandross, Gwendolyn			140.00
Verizon			
11/02/2018	9143372191nov18	phones and alarms	151.05
11/02/2018	9143373015nov18	phones and alarms	48.15
11/02/2018	9147931065nov18	phones and alarms	43.96
Total Verizon			243.16
Verizon Wireless			
11/23/2018	9817094449	cell phones	344.76
Total Verizon Wireless			344.76
WB Mason			
11/02/2018	I60068343	library supplies	10.92
11/02/2018	I59958892	program supplies	42.38
11/13/2018	I60185997	fabric markers	41.44
11/23/2018	I60319969	program supplies	7.10
11/23/2018	I60466341	office supplies	408.34
11/23/2018	I60508024	50 pk board, super val, white	35.34
Total WB Mason			545.52
Weaver, Alan			
11/13/2018	1018-13	intro to eBay class	150.00
Total Weaver, Alan			150.00
Westchester Retail Systems			
11/09/2018	67624	sam er-945 cash register	830.00
Total Westchester Retail Systems			830.00
Xerox			
11/23/2018	094901982	monthly base charge	95.00
Total Xerox			95.00
Zev Haber Music by Zev			
11/02/2018	3002	children's music concert	275.00
Total Zev Haber Music by Zev			275.00
TOTAL			76,651.65

JOINT MANAGEMENT REPORT
DECEMBER 2018

Façade. Window replacement is currently underway, and we expect half of the remaining windows in the building will be done by the end of the month. The vestibule refresh is also expected to be done soon. We are still waiting for word on delivery of the terracotta panels.

Boiler Project. This project is nearing completion, and both the new boiler and the remaining original boiler are working properly. During the installation, the contractors and staff were surprised to discover that the wing that contains the Children’s Room was constructed with in-floor radiant heating which apparently still works. The room is heated by other means now, and we are determining whether it is feasible to reintegrate the radiant heating into the overall HVAC system.

Grants. Con Edison is awarding YPL \$5,000 to support student activities in the Riverfront Gallery.

Yonkers BASICS. Deputy Director Thaler attended a regional convening of Basics groups from around the county. Plans are in the works to train YPL Children’s Librarians in the Basics so that they can include the 5 Pillars in programming for parents and caregivers.

Museum Passes. We are planning to expand the Museum Pass program to include more museums. A survey has been posted on the web site and on social media to help us choose the new institutions to be added. Starting in January, we’ll be offering two of our current offerings as “Print & Go” passes, making it easier for our patrons to take advantage of the program.

Evergreen Migration. WLS is slated to make the switch to our new ILS on April 1st, 2019. Circulation staffers at all three branches are working to clean up patron and item records in preparation for the migration using reports generated by WLS.

MEETINGS ATTENDED THIS PERIOD

11/27	Susan Ed Susan	Yonkers BASICS Advisory Board Façade construction meeting @ Will Consortium meeting @ WDOM
11/28	Susan Ed & Susan Ed & Susan	Refugee Resettlement Quarterly meeting @ SLC CIP meeting with Finance Commissioner Chamber of Commerce Gala @ Castle Royale
11/29	Susan Susan	Tixkeeper phone conference Foundation Board @ Will
11/30	Susan	Hudson Valley BASICS meeting

	Ed & Susan	Getty Square tree lighting
12/3	Ed	Martinelli Manor rededication
12/4	Ed, Susan & Vivian	Crestwood staff breakfast
	Ed & Susan	Monthly meeting with Deputy Mayor @ City Hall
	Ed & Susan	Menorah lighting @ City Hall
12/5	Susan	Rona Carr meeting
12/6	Susan	Literacy Solutions phone conference
	Ed, Susan & Vivian	First Thursday Gallery Hop
12/7	Ed, Susan & Vivian	YPL holiday party @ Dunwoodie
12/11	Ed	Façade construction meeting @ Will
12/13	Susan	CDBG planning workshop
	Susan	SBBID tree lighting
	Ed & Susan	Shelley Mayer open house

YONKERS PUBLIC LIBRARY

CIRCULATION STATISTICS

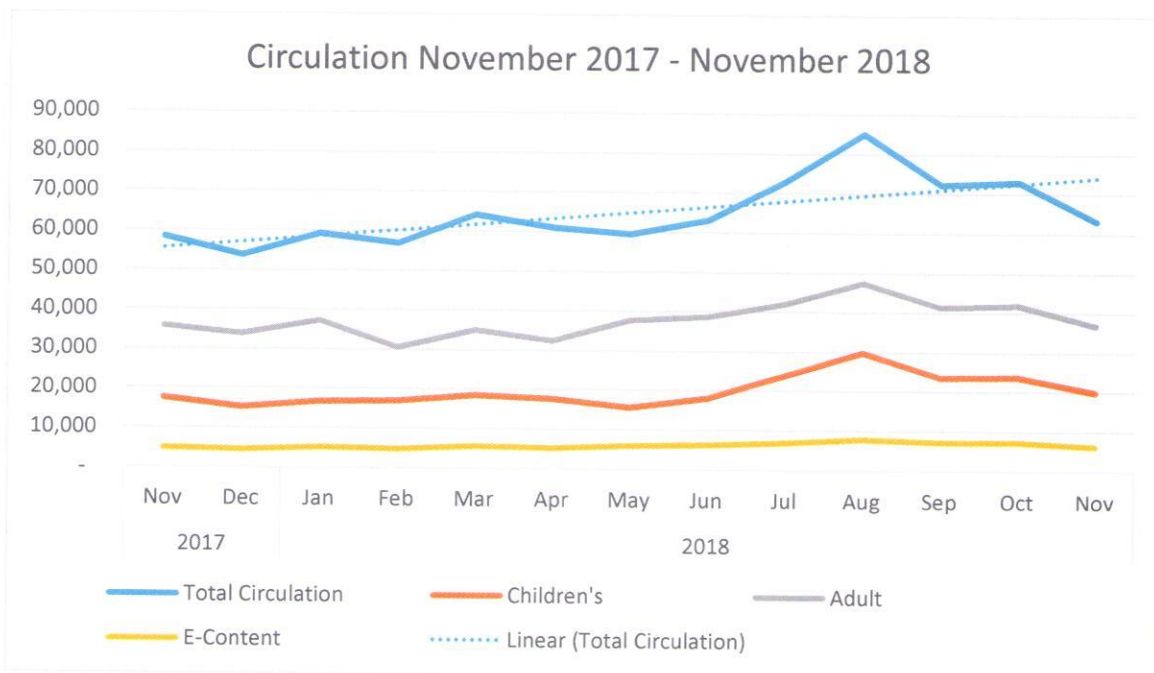
November 2018

**Museum
Passes
Check-Outs**

	<u>2017</u>	<u>2018</u>			
Days of Service	27	27*			
RIVERFRONT LIBRARY			<u>Dev.</u>	<u>%</u>	
Adult	12,758	13,435	677		26
Children's	5,336	6,797	1,461		
Total Riverfront Circulation	18,094	20,232	2,138	11.82%	
GRINTON I. WILL BRANCH					18
Adult	20,318	19,566	(752)		
Children's	10,481	11,371	890		
Total Will Circulation	30,799	30,937	138	0.45%	
CRESTWOOD BRANCH					8
Adult	2,730	3,867	1,137		
Children's	1,706	1,720	14		
Total Crestwood Circulation	4,436	5,587	1,151	25.95%	
E-content (All Branches)	4,935	6,324			
TOTAL CIRCULATION					52
Total Current Month	58,264	63,080	4,816	8.27%	
Total Previous Months	<u>652,869</u>	<u>666,738</u>	<u>13,869</u>	<u>2.12%</u>	
Total Year to Date	711,133	729,818	18,685	2.63%	

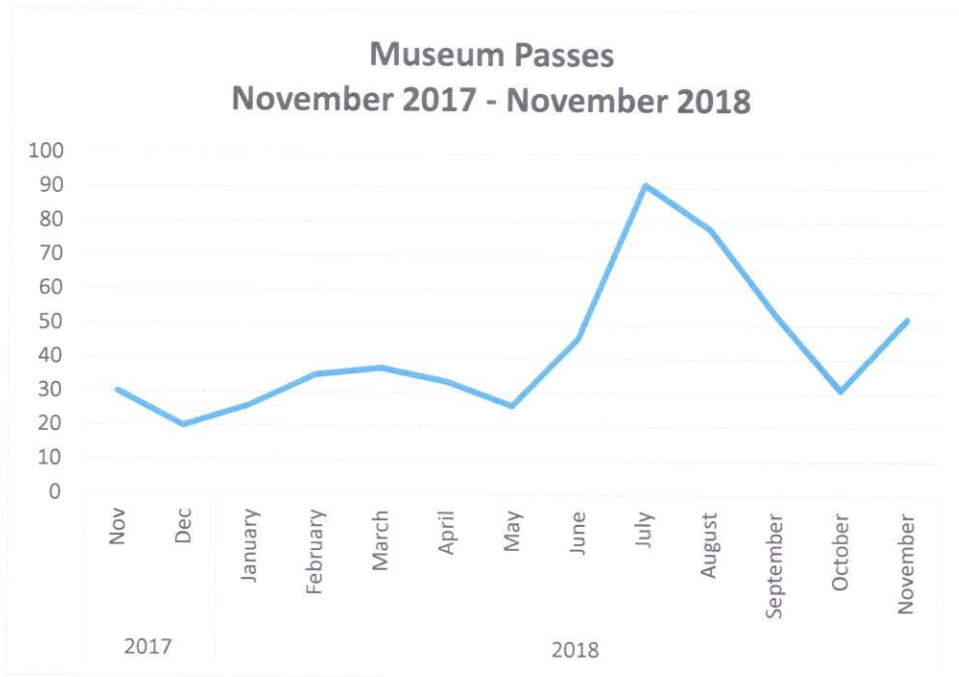
Circulation November 2017 - November 2018

		Total Circulation	Children's	Adult	E-Content
2017	Nov	58,264	17,523	35,806	4,935
	Dec	53,669	15,213	33,888	4,568
2018	Jan	59,157	16,712	37,266	5,179
	Feb	56,858	16,935	30,496	4,836
	Mar	64,153	18,521	34,965	5,636
	Apr	60,966	17,694	32,398	5,264
	May	59,384	15,619	37,747	6,018
	Jun	63,016	18,069	38,653	6,294
	Jul	72,971	23,948	42,072	6,951
	Aug	85,024	29,803	47,325	7,895
	Sep	72,235	23,581	41,416	7,238
	Oct	72,974	23,792	41,863	7,319
	Nov	63,080	19,888	36,868	6,324



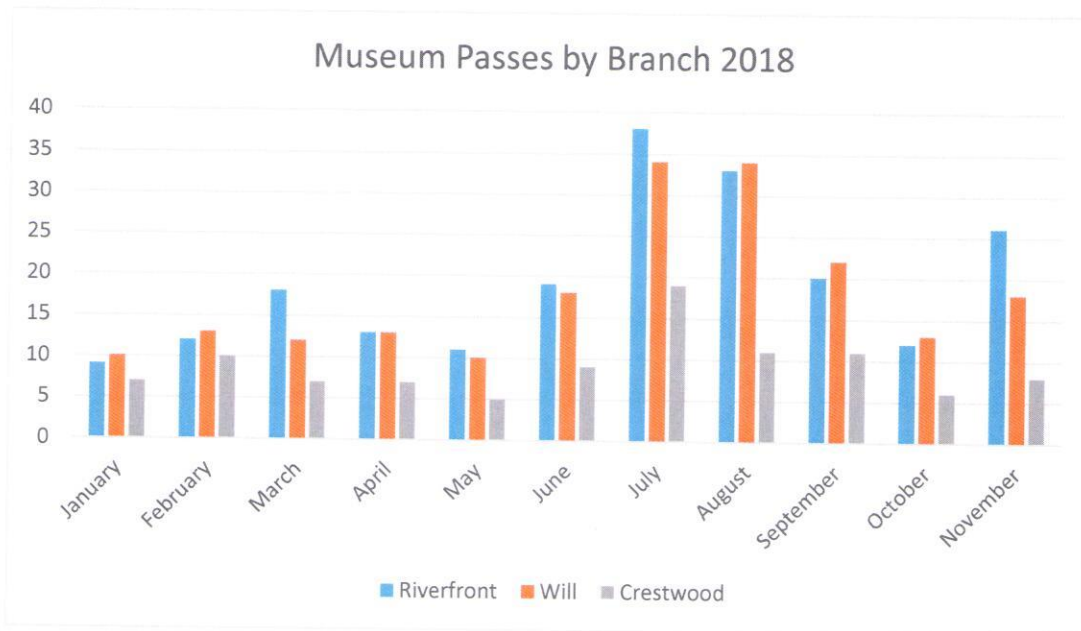
Museum Passes

Year	Month	Checked Out
2017	Nov	30
	Dec	20
2018	January	26
	February	35
	March	37
	April	33
	May	26
	June	46
	July	91
	August	78
	September	53
	October	31
	November	52



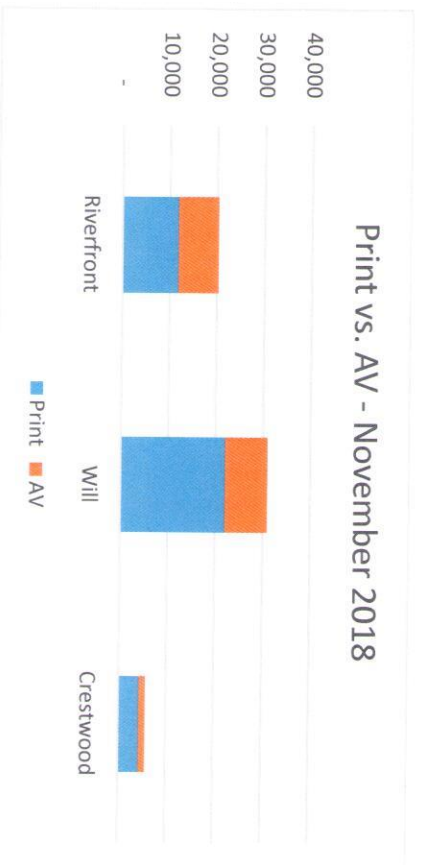
Museum Passes by Branch

2018	Month	Riverfront	Will	Crestwood
	January	9	10	7
	February	12	13	10
	March	18	12	7
	April	13	13	7
	May	11	10	5
	June	19	18	9
	July	38	34	19
	August	33	34	11
	September	20	22	11
	October	12	13	6
	November	26	18	8



Print vs. AV by Branch - November 2018

	Print	AV	Total
Riverfront	11,774	8,458	20,232
Will	21,994	8,943	30,937
Crestwood	4,276	1,311	5,587
Total	38,044	18,712	56,756



Adult Print vs. AV by Branch - November 2018

	Print	AV	Total
Riverfront	6,285	7,150	13,435
Will	12,232	7,334	19,566
Crestwood	2,895	972	3,867
Total	21,412	15,456	36,868



Juvenile Print vs. AV by Branch - November 2018

	Print	AV	Total
Riverfront	5,489	1,308	6,797
Will	9,762	1,609	11,371
Crestwood	1,381	339	1,720
Total	16,632	3,256	19,888

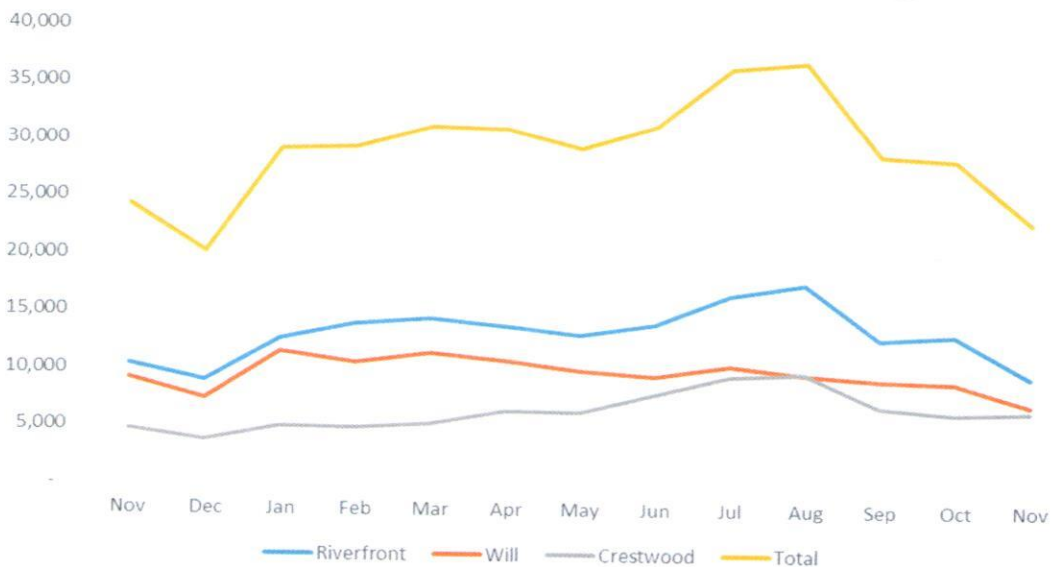


Yonkers Public Library

STATISTICS - PATRON TRANSACTIONS October 2018

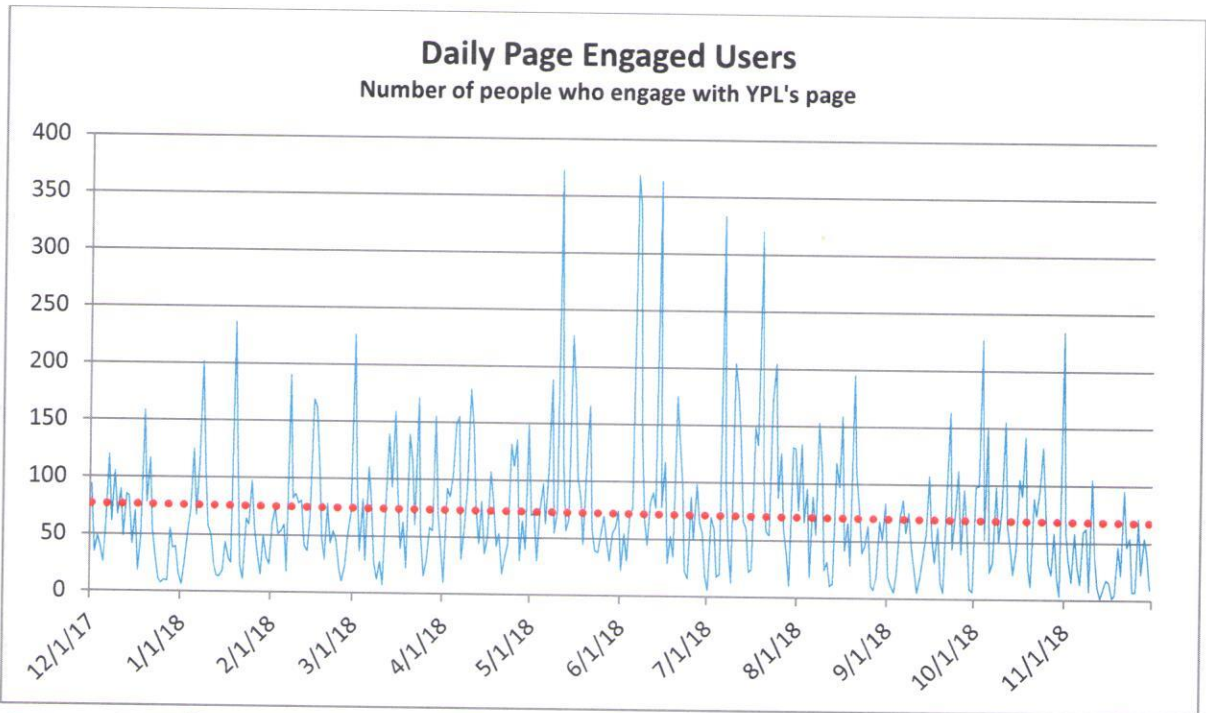
	October 2018	November 2018
RIVERFRONT BRANCH		
Circulation	4,796	3,201
Directional/Other	4,957	4,464
Reference	3,302	1,747
Total	13,055	9,412
GRINTON I. WILL BRANCH		
Circulation	5,033	3,956
Directional/Other	1,744	1,382
Reference	2,211	1,646
Total	8,988	6,984
CRESTWOOD BRANCH		
Circulation	2,000	1,854
Directional/Other	1,316	1,493
Reference	2,949	3,138
Total	6,265	6,485
TOTALS		
Current Month	28,308	22,881
Previous Months	-	355,676
Cumulative		378,557

Patron Transactions November 2017 - November 2018

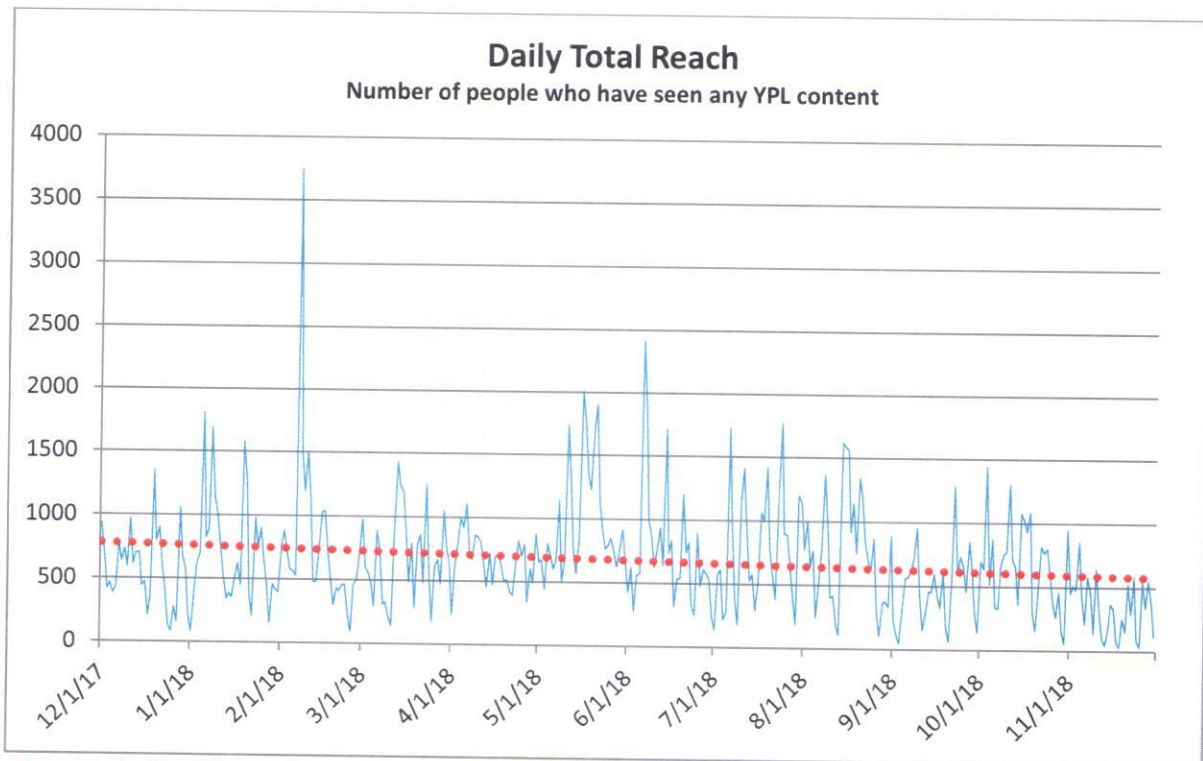


Social Media Statistics
November 2018

FACEBOOK
Snapshot



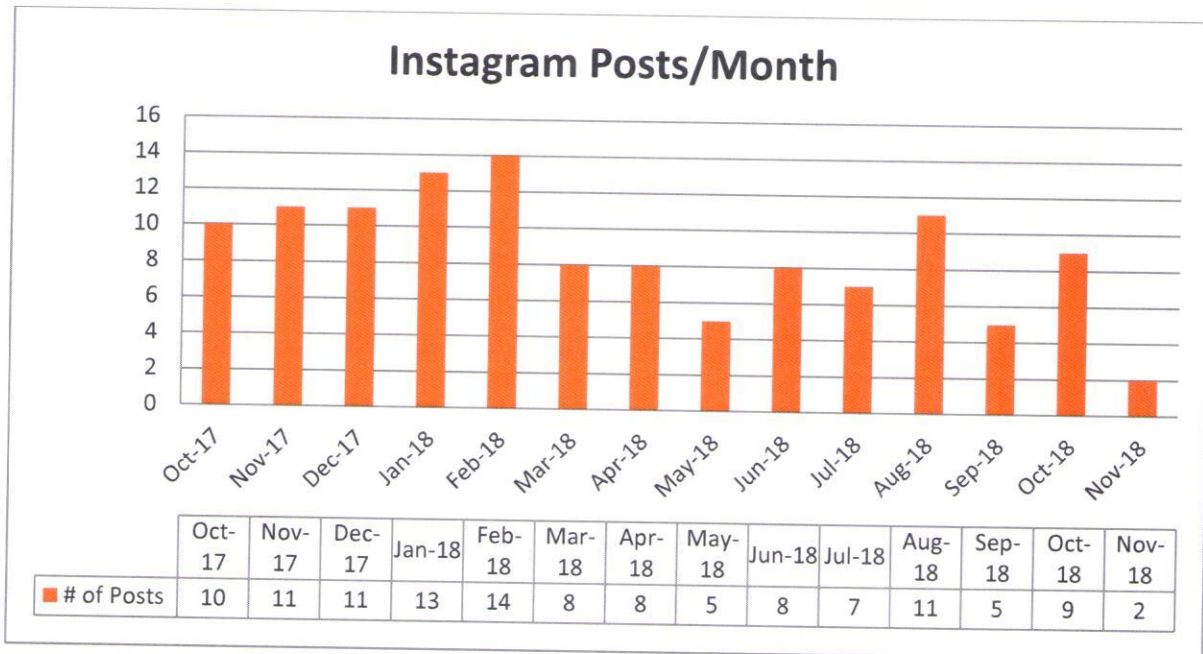
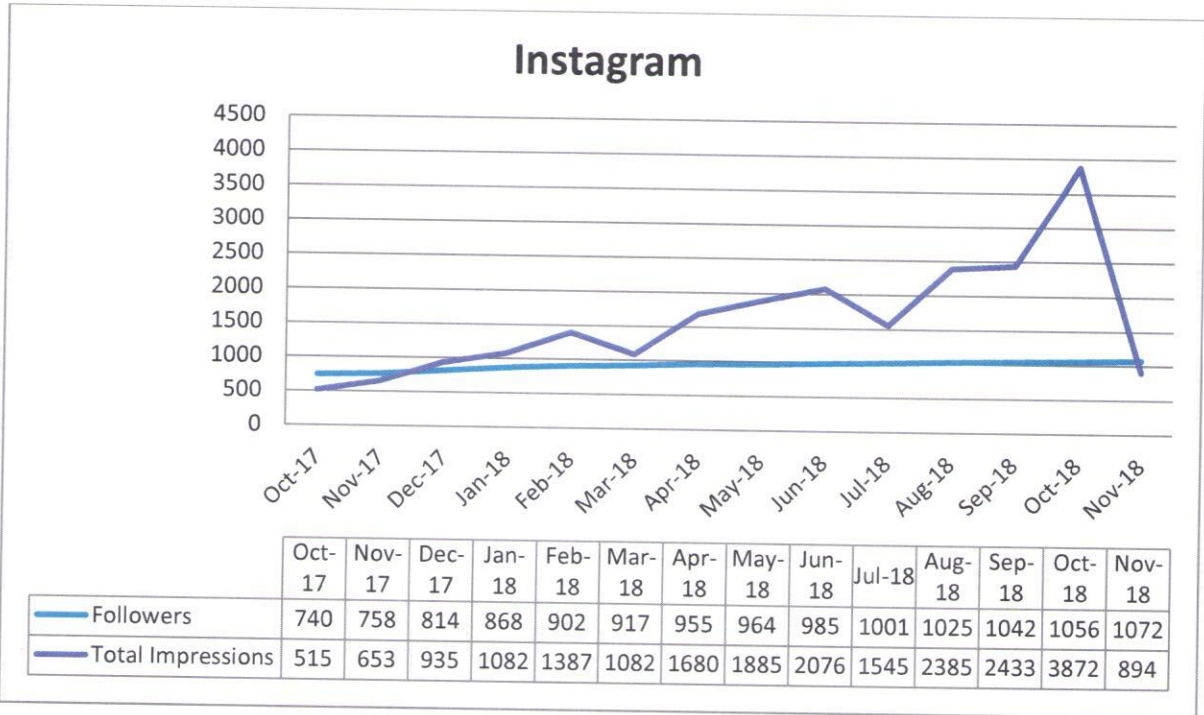
INSIGHT: IS YPL'S ENGAGEMENT RATE INCREASING OVER TIME



INSIGHT: IS YPL'S DAILY REACH IMPROVING OVER TIME?

INSTAGRAM

Snapshot



CONSTANT CONTACT

November Newsletters

Date	Campaign Name	Total Sent	Open Rate	Total Unique Opens	Total Unique Clicks	Total Unsubscribes
2018/11/27, 9:45 PM	Gallery Hop Dec 6, 2018	15,157	20%	2,687	137	28
2018/11/08, 3:10 PM	Thanksgiving Celebrations_2018	11,497	20%	2,124	144	13
2018/11/03, 8:35 PM	Health before holidays_11-2-18	11,235	29%	3016	247	10

Opens by device:

Mobile: 51%

Desktop: 49%

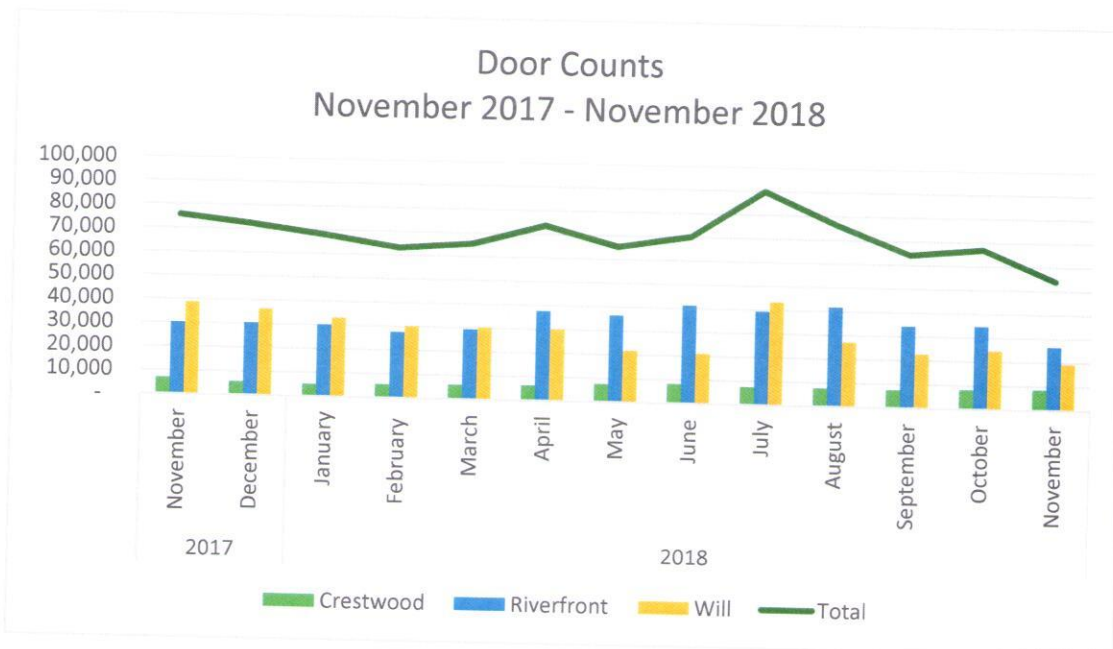
November 2018

LIBRARY CARD COUNT

User Profile	Crestwood	Riverfront	Will	Total
Adult	1,613	37,834	27,089	66,536
Contract	1	126	7	134
Courtesy	0	1	24	25
Guest	0	5	0	5
Internet	0	5	3	8
Juvenile	282	6,933	3,928	11,143
Staff	23	117	92	232
Teen	61	6,420	2,123	8,604
Temp	1	29	3	33
Total	1,981	51,470	33,269	86,720

Door Counts

Year	Month	Crestwood	Riverfront	Will	Total
2017	November	6,755	30,096	38,818	75,669
	December	5,528	30,310	36,342	72,180
2018	January	4,908	30,044	33,193	68,145
	February	5,431	27,564	30,231	63,226
	March	5,906	29,334	30,250	65,490
	April	6,145	37,567	29,952	73,664
	May	7,287	36,425	21,713	65,425
	June	7,961	41,221	20,999	70,181
	July	7,327	39,310	43,329	89,966
	August	7,485	41,716	27,015	76,216
	September	7,404	34,282	22,669	64,355
	October	7,983	34,599	24,415	66,997
	November	8,387	26,388	19,301	54,076



YONKERS PUBLIC LIBRARY

PERSONNEL REPORT

DECEMBER 1, 2018

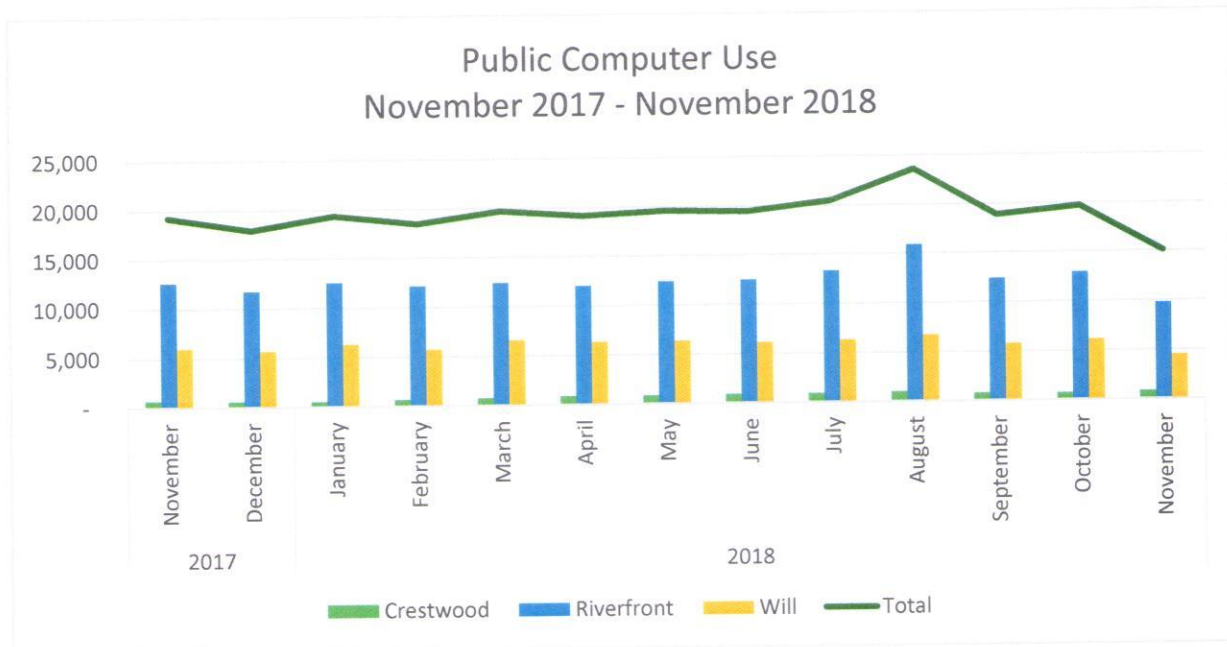
Element Number & Category	<u>Total # of Positions</u>	<u>Positions Filled</u>	<u>Positions Vacant</u>
<u>7410 Administration</u>			
Professional	2	2	0
Clerical	8	6	2
<u>7411 Technical Processing</u>			
	4	3	1
<u>7412/13 Maintenance</u>			
	17	16	1
<u>7412/13/14 Public Service</u>			
Professional	38	31	7
Clerical	<u>37</u>	<u>29</u>	<u>8</u>
TOTAL	106	87	19



Edward Falcone
Library Director

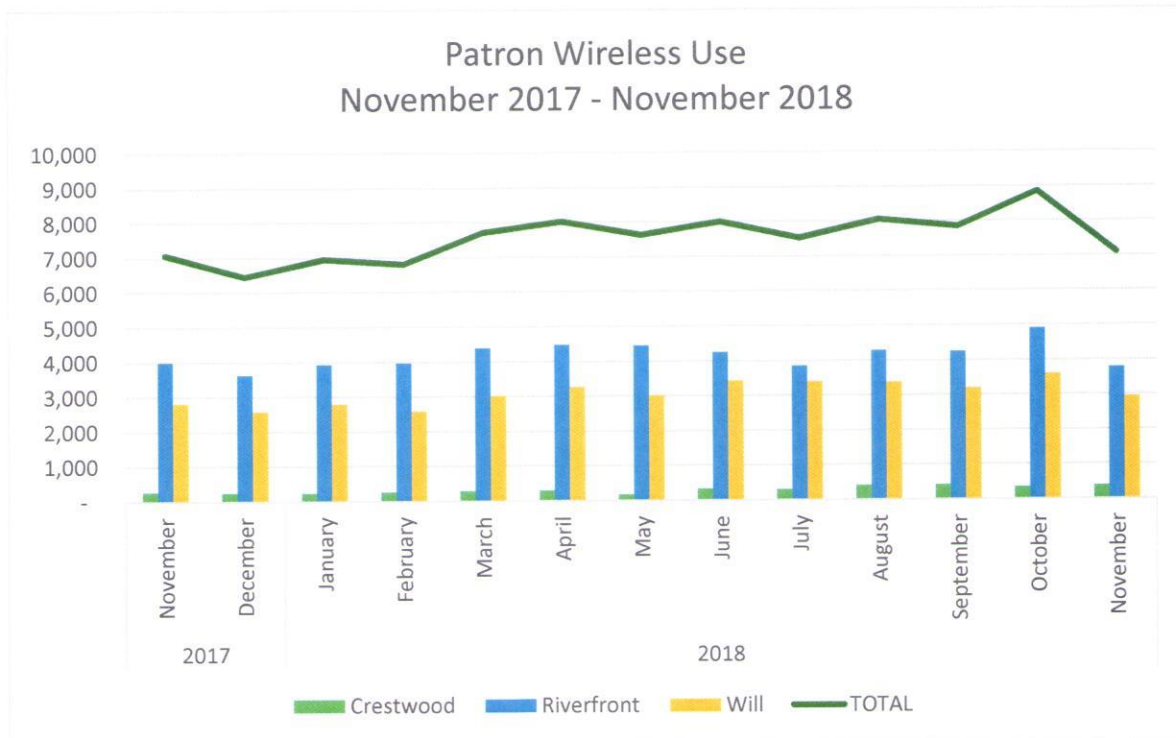
Public Computer Use

		Crestwood	Riverfront	Will	Total
2017	November	637	12,603	5,975	19,215
	December	559	11,714	5,674	17,947
2018	January	472	12,559	6,303	19,334
	February	615	12,124	5,730	18,469
	March	709	12,400	6,600	19,709
	April	836	11,996	6,337	19,169
	May	818	12,358	6,386	19,562
	June	873	12,448	6,133	19,454
	July	873	13,299	6,297	20,469
	August	979	15,869	6,742	23,590
	September	739	12,369	5,756	18,864
	October	667	12,903	6,140	19,710
	November	804	9,766	4,517	15,087



Patron Wireless Use

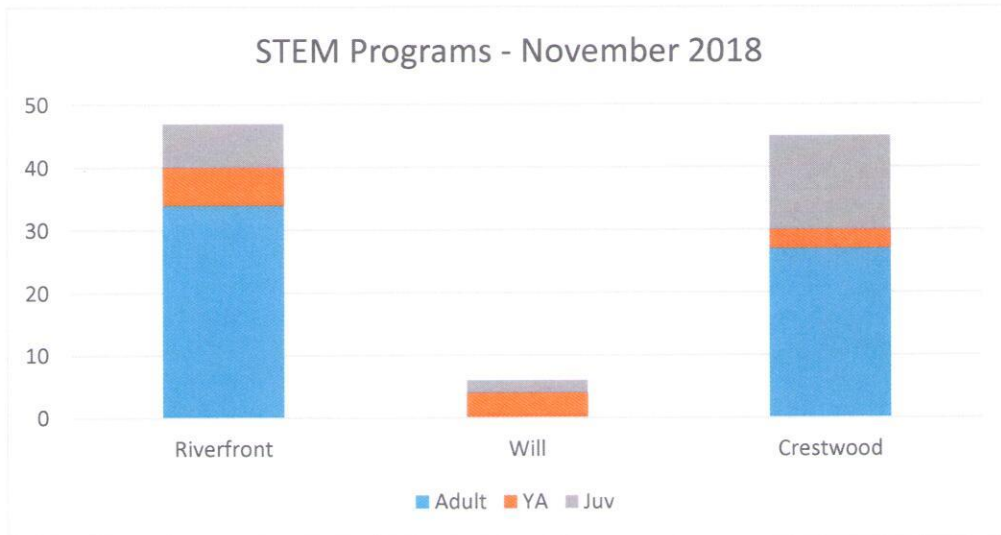
		Crestwood	Riverfront	Will	TOTAL
2017	November	276	3,979	2,818	7,073
	December	250	3,620	2,578	6,448
2018	January	239	3,917	2,793	6,949
	February	264	3,958	2,588	6,810
	March	295	4,381	3,028	7,704
	April	287	4,466	3,262	8,015
	May	174	4,438	3,018	7,630
	June	331	4,239	3,427	7,997
	July	296	3,837	3,395	7,528
	August	413	4,273	3,367	8,053
	September	415	4,234	3,198	7,847
	October	350	4,895	3,601	8,846
	November	385	3,770	2,943	7,098



STEM Programs - November 2018

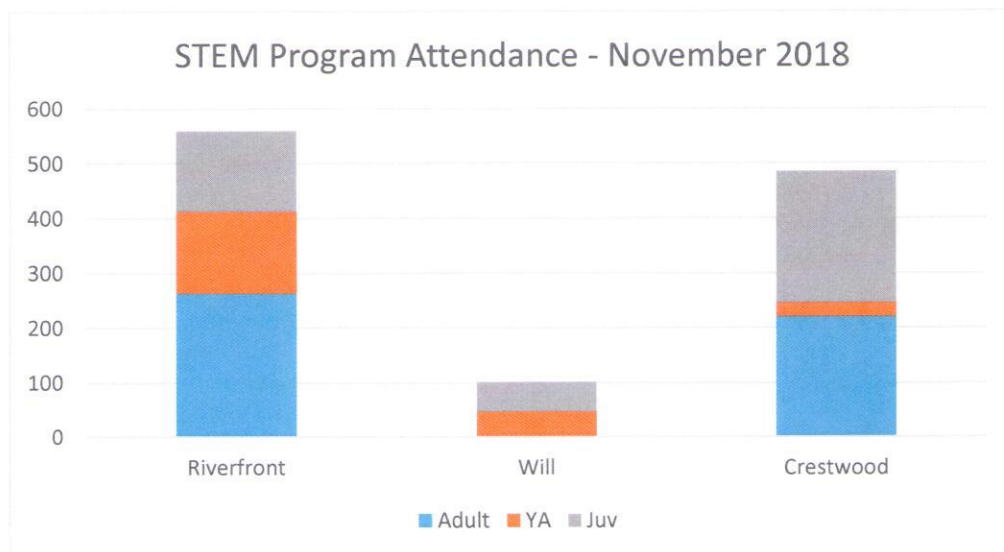
Sessions

	Adult	YA	Juv	Total
Riverfront	34	6	7	47
Will	0	4	2	6
Crestwood	27	3	15	45
Total	61	13	24	98



Attendance

	Adult	YA	Juv	Total
Riverfront	263	149	147	559
Will	0	47	55	102
Crestwood	220	25	240	485
Total	483	221	442	1146



**Yonkers Public Library
Riverfront Branch
ACTIVITIES REPORT - NOVEMBER**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Arch for Kids: Future City	JUV	YES		9
3	Babies & Books	JUV			67
1	Baby Signing Time	JUV			36
2	Bilingual Storytime	JUV			38
1	Bilingual Storytime and Gardening Activities at Philipse Manor Hall	JUV			11
1	Bilingual Storytime at St. Peter's School	JUV	YES	YES	32
1	Cesar Chavez School - 4th grade class visit (second group)	JUV		YES	31
1	Cesar Chavez School - 4th grade class visit (first group)	JUV		YES	32
2	Coloring for Adults	Adult			7
1	Downloading Cellphone Photos	Adult	YES		6
3	English Conversation Group	Adult			48
1	Excel I	Adult	YES		6
1	Excel II	Adult		YES	8
1	Family Movie: Home Alone	JUV			11
1	Game and Puzzle Night for Kids	JUV			42
2	Head Start Program of the Yonkers Children's Place Center	JUV		YES	46
1	InDesign Part I	Adult	YES		11
1	InDesign part II	Adult	YES		11
1	Internet Basico	Adult	YES		6
1	Internet for Beginners	Adult	YES		4
1	iPad basico	Adult	YES		3
3	Job search help	Adult	YES		46
1	Kickboxing	Adult			35
3	Knitting/Crocheting Workshop & Coloring for Adults	Adult			45
1	Know Your Rights Community Forum: Immigration	Adult			21
1	Legorama	JUV			24
1	Microsoft Word basico	Adult	YES		3
1	Native American Heritage Program	JUV		YES	90
1	Parent Meeting at St. Peter's School	Adult		YES	50
1	Point & Click	Adult	YES		5
1	Powerpoint I	Adult	YES		6
1	PowerPoint II	Adult	YES		7
1	Quick Books	Adult	YES		9
1	Sesame Street Day	JUV			43
1	Storytime at Queens Daughters Day Care	JUV		YES	18
1	Strong by Zumba	Adult			8
10	TASC tutoring	Adult	YES		48
2	Technology Drop-in	Adult	YES		7
1	Technology for Seniors	Adult	YES		9
4	Teen Gaming + VR	Y/A	YES		127
3	Toddler Time	JUV			56
1	Windows basico	Adult	YES		6
1	Yonkers Reentry Program	Adult		YES	12
1	Sew Amazing!	Adult			5
1	Movie: Ant-Man & The Wasp	Adult			70
1	Movie: Ocean's Eight	Adult			20
1	Genealogy Club	Adult			5
1	Books Before Bedtime Book Club	Adult			5
1	Cesar Chavez School - 4th Grade Tech Central visit	JUV	YES	YES	60

**Yonkers Public Library
GRINTON I. WILL BRANCH
ACTIVITIES REPORT - NOVEMBER 2018**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
8	Nursery Rhyme Time	JUV			146
3	Baby Time	JUV			89
6	Mother Goose Time	JUV			105
1	Chess Club	JUV			5
1	Lego Club	JUV	YES		45
1	Bilingual Story Time	JUV			10
2	Yoga Dance	JUV			30
1	Dia de los Muertos day of the dead	JUV			34
1	Rags Dog of World War I	JUV			24
3	Circus Club	JUV			10
1	Red Planet Story and Craft	JUV	YES		10
1	DiChiari School	JUV		YES	34
1	Class Visit-Montessori	JUV		YES	27
2	Rising Ground	JUV			35
4	Gaming Thursdays	Y/A	YES		47
1	Read Away Your Fines	Y/A			3
1	Teen Lounge	Y/A			116
1	Young Adult Advisory Group	Y/A			13
1	Green Screen Photography	Y/A			15
22	YA Groups ex AHRC, Another Step, Day Break	Y/A			361
3	Crochet Club	Adult			30
4	Bridge Club	Adult			64
1	Will Book Club	Adult			25
1	WEBS Career Counseling	Adult			4
1	Love Duets-Friends of YPL	Adult			65
9	Senior Benefit Information Center	Adult			40
17	Homework Helper	JUV			42

	Sessions	Attendance
Adult	19	228
Y/A	30	555
JUV	49	646
STEM	6	102
Class Visits	2	61
Total Regular Library Programming	98	1,429

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
2	Meditation Seminar with Indra	12	
1	Day Break	200	
2	UFT Retired Teachers	35	
2	Cluster	5	
1	City of Yonkers Planning Committee	10	
1	2 Sisters 2 Lupus	325	
1	National Council of Negro Women	26	
1	Park Avenue Investments	5	
2	Little Radical Theatrics	43	
1	AKA Society	5	
3	Bridge Club	49	
1	Community Housing Innovations	15	
2	Toastmaster's	20	
1	SEIU 704 B	25	
1	National Association of Letter Carriers	40	
1	Yonkers Historical Society	20	
1	Yonkers Philharmonic Society	15	
1	National Stuttering Association	5	
2	Parliamo Italiano	13	
1	Romance Writers	8	
1	Venture Realty	34	50
1	Coast Guard	6	
1	NAMI	5	
2	CTS Study	25	
1	Sing Memorable Songs	20	
1	Aquehung Democratic Club	20	
1	AARP Chapter 5427	30	
1	Driver's Safety	20	50
1	Writers' Workshop	10	
3	Salerno Italian Club	15	
1	Sister to Sister	10	
3	Brandeis	55	
1	Yonkers Housing Authority	20	
1	CSEA	35	
2	India Center of Westchester	160	
1	Zafar Zaidi Memorial Cultural Society	250	250
1	Empire Safety Driving Program	20	50
1	Sons of Italy	25	
1	La Leche League of Yonkers	6	
1	Enrico Fermi Scholarship Committee	10	
18	Little Learners - Parks Dept	450	
19	Senior Center-Parks Dept	425	

Total Non-Library Programming	<u>Sessions</u> 91	<u>Att.</u> 2,527
GRAND TOTAL PROGRAMMING	189	3,956

**Yonkers Public Library
Crestwood Branch
ACTIVITIES REPORT - November 2018**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
2	Tech Drop-In: Write Stuff Online	Adult	Yes		13
1	Tech Drop-In: Overdrive	Adult	Yes		14
1	Tech Drop-In: YPL Website	Adult	Yes		38
1	Tech Drop-In: Westchester Wonders	Adult	Yes		59
1	Tech Drop-In: Internet Safety Shopping Online	Adult	Yes		13
1	Tech Drop-In: Health Literacy	Adult	Yes		9
4	News & Brews	Adult			126
5	PC Cruzin'	Adult	Yes		55
2	Sing Memorable Songs: Crestwood Crooners	Adult			19
3	Color at Crestwood	Adult			99
1	The Write Stuff - National Novel Writing Month (Adult Edition)	Adult			7
1	Crestwood Reiki Experience	Adult			18
1	Fall Into Good Habits... Get Organized!	Adult			14
1	Veteran's Day & WWI Centennial Tea	Adult			39
1	Crestwood Historical Society Program - Paradise Found	Adult			48
1	Sound Meditation	Adult			24
3	Non-Pretzel Yoga	Adult			37
4	Yoga for Yogis	Adult			63
2	Mindful Mondays	Adult			21
15	Help Desks	Adult	Yes		19
1	Tech Drop-In: Online Games & KAHOOT!	Juv	Yes		22
1	Tech Drop-In: STEM & STEAM Time	Juv	Yes		34
1	Tech Drop-In: Tumblebooks	Juv	Yes		33
1	Tech Drop-In: 3-D Printing	Juv	Yes		14
1	The Write Stuff - National Novel Writing Month (Juv Edition)	Juv			8
3	Crestwood Literary Lego Club	Juv	Yes		41
1	Bake the World a Better Place: Thanksgiving Edition	Juv			29
14	Homework Helper	Juv			146
4	Crestwood Cinema	Juv			78
8	Music & Merriment	Juv			423
4	Chess	Juv			40
2	Discovery Storytime	Juv			37
1	Paws for Reading	Juv			28
1	Art With Madison	Juv			24
2	Science with Mary Ann	Juv	Yes		15
2	Young Science Explorers	Juv	Yes		39
1	Saturday Story Time	Juv			31
1	Pizza n Play	Juv			24
3	Saturday Chess	Juv			50
1	Celebrate "Friendsgiving"	Juv			24
1	Thanksgiving Party!	Juv			70
2	Dance with Daphne	Juv			67
3	Minecraft Monday	Juv	Yes		24
1	Fit & Fun Friday	Juv	Yes		18
1	Bilingual Storytime/ Cuentos Bilingues	Juv			27
1	NaNoWriMo WriteShare	Juv			20
1	The Write Stuff - National Novel Writing Month (Y/A Edition)	Y/A			5
1	Teen Readers: Attitude of Gratitude Edition	Y/A			10
3	Teen Tuesday	Y/A	Yes		25

1	YA Book Buzz	Y/A			43
1	Volunteens	Y/A			6

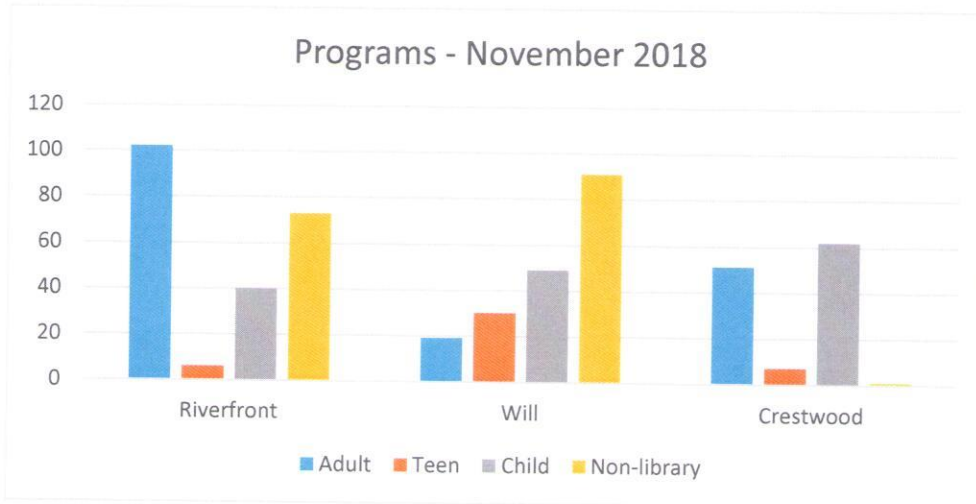
STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
45	485	0	0

	<u>Sessions</u>	<u>Attendance</u>
Adult	51	735
Y/A	7	89
JUV	62	1366

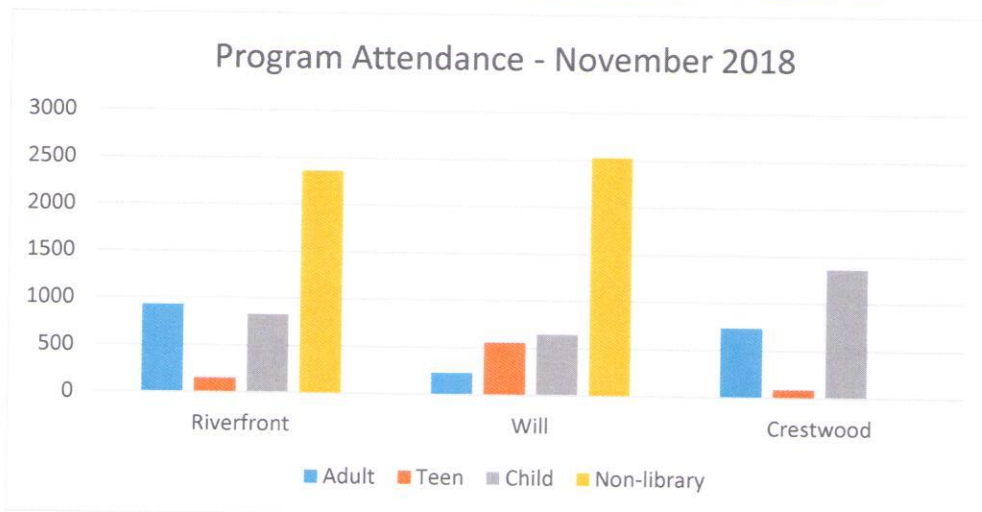
Total Regular Library Programming 120 2190

Yonkers Public Library Programs - NOVEMBER 2018

Number of Programs				
	Riverfront	Will	Crestwood	Total
Adult	102	19	51	172
Teen	6	30	7	43
Child	40	49	62	151
Non-library	73	91	1	165
Total	221	189	121	531

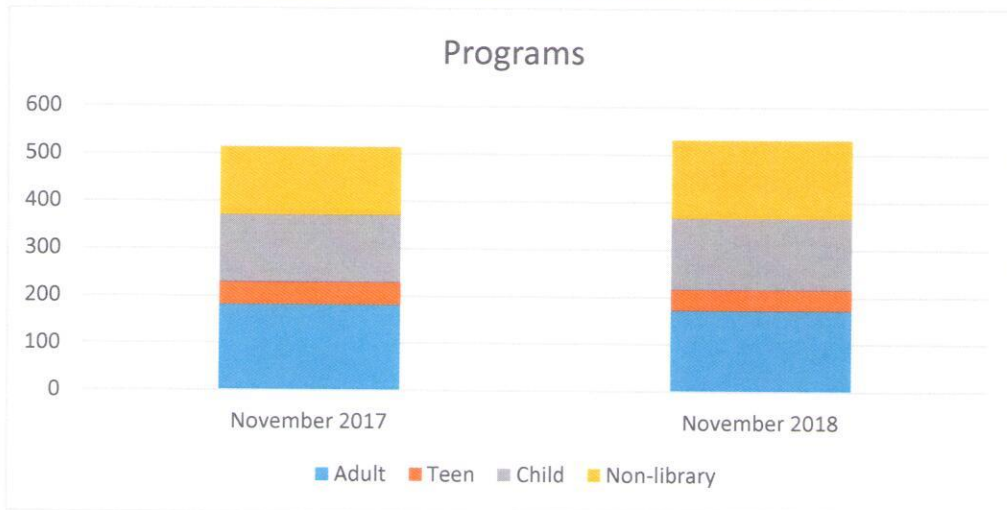


Attendance				
	Riverfront	Will	Crestwood	Total
Adult	924	228	735	1887
Teen	149	555	89	793
Child	827	646	1366	2839
Non-library	2360	2527	9	4896
Total	4260	3956	2199	10415



One-Year Comparison PROGRAMS

	November 2017	November 2018
Adult	181	172
Teen	47	43
Child	143	151
Non-library	143	165
Total	514	531



ATTENDANCE

	November 2017	November 2018
Adult	2704	1887
Teen	904	793
Child	2914	2839
Non-library	4670	4896
Total	11192	10415

