

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
ELECTRONIC MEETING  
DECEMBER 16, 2021

**ATTENDANCE**

TRUSTEES:	Nancy Maron Josephine Ilarraza Joseph Puglia Dr. Stephan Giuffrida
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	NONE
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Carlos Figueroa, Emily Power, Mary Robison, Phyllis Cole, Rose Aviles, Silvia Merlo Rosales, Elizabeth Caruso, Zahra Baird, Rose Bannister

The Board Meeting was held electronically via ZOOM®, Conference ID# 851 7162 1693

The Board Meeting began at 7:00 pm

**MINUTES**

On motion of Trustee Ilarraza, seconded and unanimously carried, the Board approved the Minutes of the Meeting of November 18, 2021.

**MANAGEMENT REPORT**

Director Montero briefly talked about the year in review and was proud of the positive presence YPL has in the community and thanked the staff and the Board for their hard work and support.

Director Montero reported that one employee from Riverfront Library tested positive for COVID-19 on November 26. Contact tracing among co-workers revealed no more cases. He added that YPL remains compliant with state mask mandates and continues to study public health metrics and new guidelines as they are made available and will adjust policy as necessary.

Director Montero introduced new employee Silvia Merlo Rosales, who will serve as a clerk at the Will Library Circulation Department.

Director Montero updated the Board on the status of Crestwood Library. Air quality tests conducted on November 19 revealed air quality to be at acceptable levels with no traces of mold in the main reading area and over 99% reduction elsewhere. As a result Crestwood reopened to indoor public service in its main reading area on November 22. The children's reading area and storage room in the lower level remains closed as abatement work continues. He added that he remains in contact with the City of Yonkers Engineering Department to prepare Crestwood's capital improvement plan for when funds from the adopted capital budget become available.

Director Montero announced that YPL and its partner Hudson River Museum was recently awarded a \$75,000 grant from the Institute of Museum and Library Services (IMLS) and the Metropolitan Library Council (METRO). The grant is funded by the American Rescue Plan and will help develop programs, services and collections that support the two institutions' shared values and missions.

Director Montero reported on the success of several hosted pop-up vaccine clinics. YPL has hosted 11 clinics with another scheduled later in the month. 631 shots were administered by the Westchester County Department of Health at Riverfront and 243 were administered by New York State of Health at Will. He expected more than 1,000 to be administered in total before the end of the year.

Assistant Library Director Porteus presented a marketing update to the Board. She detailed how the marketing department, which consists of graphic designer Mario Pereira and community services coordinator Rose Avilés, has been restructured to better serve YPL operations and more efficiently engage with the public. She also introduced the Board to samples of an updated branding scheme, including color coding by age group and the redesign of existing print and digital collateral.

Trustee Puglia praised Assistant Director Porteus and the marketing department on the appearance of the updated branding. He also discussed the value of library service and continued efforts to engage those of the public who may be suffering from isolation during the pandemic and commended the staff for its presence in the community.

## **UNION REPRESENTATIVE'S REPORT**

Union Representative Neider acknowledged the hiring of several new staff in the last few months and thanked the administration for the pace of filling these vacancies.

## **WLS REPORT**

Trustee Puglia reported on several items discussed at recent WLS Board of Trustees meetings. He discussed the success of Census outreach, early voting and the expansion of wifi service at many member libraries; he specifically noted Yonkers' placement as third-largest city in New York as a result of Census outreach as well as the value of expanded wifi

service while the public was forced to isolate or quarantine at times due to the pandemic. He also discussed the evaluation of the executive director of WLS and recruiting efforts for WLS trustees.

## **PERSONNEL REPORT**

On motion of Trustee Puglia, seconded and unanimously carried, the Board ratified the following appointments:

Acocal Garcia, Diana, P/T Page, \$14.00/hr, eff. 12/10/2021

Hackett, James, Prov. Senior Special Projects Coordinator, \$82,727.00/yr, eff. 12/10/2021

Merlo Rosales, Silvia, Perm. Clerk I Spanish-Speaking, \$43,075.00/yr, eff. 12/10/2021

Acknowledge the following terminations:

Hernandez, Kayla, P/T Page, \$14.00/hr, eff. 11/22/2021

Aguilar, Odalys, Permanent Clerk I Spanish-Speaking, \$43,075.00/yr, eff. 11/26/2021

Smith, Nina, Permanent Librarian II, \$73,514.00/yr, eff. 12/9/2021 (retired)

## **COMMITTEE REPORTS**

**Finance, Budget & Planning** – Maron, Jannetti, Saraceno.

Business Manager Presedo presented an overview of library funds, endowments and donations.

**Employee Relations** – Maron, Puglia.

**Buildings & Grounds** – Maron, Puglia, Giuffrida

**Policy** – Maron, Ilarraza, Sabatino

**Fundraising & Development** – Maron, Jannetti

Foundation update: Trustee Maron reported that the Foundation's annual appeal is ongoing and hopes to donate up to \$15,000 to YPL at its conclusion. She also reported that they are planning its annual gala where they will honor former directors Ed Falcone and Susan Thaler and hopes to hold it in-person at Will Library on May 12.

## **PAYMENT OF BILLS**

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #834.

## **UNFINISHED BUSINESS**

Director Montero continued a discussion on YPL's budget proposal for the fiscal year ending in 2023. He detailed requests for additional funding for marketing, professional development

and enhanced public programming. He expected the requested funding increase to be approximately \$65,000, most of which would not be a permanent increase but a one-time request for the coming fiscal year alone. All other aspects of the budget proposal remain the same as the present adopted budget. He also outlined the schedule of meetings with the City of Yonkers Finance Department and Mayor’s Office.

Director Montero also discussed the capital budget request. Following the advice from the Will Library building conditions survey conducted earlier this year, Will Library’s aging HVAC system will need to be replaced and the Pincus Auditorium will need to be renovated. He expected to meet with the Mayor’s Office and the architectural firm KG+D later in the month to discuss the viability of this plan.

Board President Maron described the proposal as a modest request and was confident that it would be well-received by the City. She was enthusiastic about professional development and the investment in the staff and human resources and was hopeful more funds may be available for training, conferences and human resources consultation. Director Montero added that funding for minimum wage increases and security contracts would be required as well and would be included in its final proposal.

**NEW BUSINESS**

NONE

**EXECUTIVE SESSION**

NONE

**NEXT BOARD MEETING DATE** – Thursday, January 13, 2022

Board President Maron announced the resignation of Trustee Saraceno’s term at the end of this year and thanked him for his service on the Board of Trustees and wished him well. She expected his replacement to be present at the Annual Meeting in January. She also told trustees to expect to hear from Trustee Sabatino regarding their interest in being nominated as an officer of the Board for the coming year.

On motion of Trustee Ilarraza the Meeting adjourned at 7:57 pm.

Jesse Montero  
Library Director & Secretary