

YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
OCTOBER 21, 2021

ATTENDANCE

TRUSTEES:	Nancy Maron Josephine Ilarraza Stephen Jannetti Joseph Puglia John Saraceno Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Arnaldo Torres, Phyllis Cole, Zahra Baird, Tyisha Baker, Elizabeth Caruso, Emily Power, Rose Avilés

The Board Meeting was held electronically via ZOOM®, Conference ID# 892 2880 6278

The Board Meeting began at 7:00 pm

MINUTES

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of September 9, 2021.

MANAGEMENT REPORT

Director Montero reported that one employee from Grinton I. Will Library tested positive for COVID-19 since last meeting. The employee has since recovered and returned to full-time duty.

Director Montero announced two more hirings since last meeting. Margaret Andracchi, a reference librarian at Will Library, began on September 17 and Sandhya Sanal, a clerk at Will Library, began on October 15. Ms. Andracchi comes from Pearl River Public Library and Ms. Sanal comes from the University of Kerala in India.

Director Montero reported that Will Library hosted a FEMA Disaster Recovery Center beginning September 11 following Hurricane Ida. The site was one of the busiest in the region, with 652 people served through the end of September. The Center closed on October 15 and final numbers would be available later. Director Montero thanked the staff of Will Library for their cooperation and noted that FEMA appreciated their support, specifically the accommodations made by the custodial staff.

Director Montero updated the Board on the status of Crestwood Library and the flood damage sustained from Hurricane Ida. Following several failed attempts to dry and shampoo the carpeting, it was decided to replace the carpeting with vinyl tiling and contract the services of an air quality testing firm to determine the level of mold and mildew in the air. Although improved, the levels remained elevated in some areas of the building and as a result Crestwood remains closed to the public and staff access to certain areas is limited. Director Montero thanked the staff of Crestwood and the custodians for their work during the recovery. He also noted that funds were allocated for building improvements at Crestwood in the most recent capital budget and looked forward to receiving it as soon as the City of Yonkers makes it available following their bonding process.

Director Montero reported on several events that Yonkers Public Library hosted. Riverfront Library hosted a two-day job expo sponsored by City Council President Mike Khader's office which saw over 300 job-seekers attend several workshops and meet over 20 employers. YPL celebrated Hispanic Heritage Month with over 20 virtual and in-person programs across all of its locations, featuring storytelling and a puppet show with Flor Bromley at Riverfront and traditional dance performances by the Telpochcali children dancers and the Bachata Embassy at Will. The Riverfront Art Gallery hosted its third Gallery Hop program since the start of the pandemic and was well-attended. Director Montero also noted that some upcoming events include Yonkers Arts Weekend, Early Voting and the YoFiFest film festival.

Director Montero updated the Board on the status of Yonkers Public Library's application for a Community Development Block Grant (CDBG). The City of Yonkers Planning Department awarded Riverfront Library \$35,000 in federal funding through the end of 2022 for the refurbishment of its frequently used Community Room. This grant was available to Riverfront exclusively because of the socio-economic status of the community it serves.

UNION REPRESENTATIVE'S REPORT

Representative Neider reported that there are two open grievances filed by the Union since last meeting and it remains in contact with Management to resolve them. Representative Neider also asked that the Minutes from the Meeting of September 9, 2021 be amended to reflect that he was Union Representative, not Arnaldo Torres as it was recorded.

Upon later review, the Board, on motion of Trustee Jannetti, seconded and unanimously carried, voted to amend the Minutes of September 9, 2021 to reflect that Brandon Neider was Union Representative.

WLS REPORT

Trustee Puglia reported that over the last month he learned that Mount Vernon Public Library is experiencing significant financial trouble and may require extraordinary assistance or bailout from Westchester Library System. WLS is currently reviewing what aid it can offer. The Board discussed the nature of their difficulties and what, if any, additional demand this may place on Yonkers Public Library.

The Board briefly discussed a recent trustee training session which Trustee Sabatino attended. He found it helpful and recommended that the other trustees view the session and attend future ones.

Trustee Puglia also reported that WLS continues to discuss with member libraries billing options for WLS IT services. Director Montero added that he has been in touch with the executive director of WLS to discuss his ongoing frustration with a lack of progress on expected performance upgrades. He also noted that as the largest library system in the county YPL serves one-fifth of the county's patrons and performance should reflect that.

PERSONNEL REPORT

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

Andracchi, Margaret, Permanent Librarian I, \$58,299.00/yr, eff. 9/17/2021
Poggiali, Philip, Permanent Librarian II, \$65,109.00/yr, eff. 9/17/2021
Zagha, Dina, P/T Page, \$14.00/hr, eff. 9/24/2021
Tomkin, Claire, P/T Page, \$14.00/hr, eff. 9/24/2021
Shanmugam, Menaka, Permanent Clerk II, \$52,339.00/yr, eff. 10/1/2021
Miller, Alecia, P/T Page, \$14.00/yr, eff. 10/1/2021
Mignault, Diane, Permanent Librarian Trainee, \$46,345.00/yr, eff. 10/15/2021
Sanal, Sandhya, Permanent Clerk I, \$40,460.00/yr, eff. 10/15/2021
Bitetti, Christine, Provisional Technology Instruction Supervisor, \$80,192/yr, eff. 10/15/2021
Figueroa, Carlos, Provisional Technical Support Manager, \$110,359/yr, eff. 10/15/2021

COMMITTEE REPORTS

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

On motion of Trustee Saraceno, seconded and unanimously carried, the Board authorized Business Manager Presedo to renew the following certificate at prevailing rates:
10/27/2021 Contributions Fund, Sunnyside Federal Savings & Loans Bank, 12 mo. CD, \$54,144.18, 0.70%

President Maron reviewed the budget proposal process for FY23 with the Board and asked that trustees be prepared to discuss ideas at the next meeting and actual figures at the following meeting in order to be prepared to make the formal submission.

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 was at work preparing its annual appeal and hopes to make the appeal by November. She also reported that the Foundation was discussing ways to support YPL at next year’s Make Music Day.

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #832.

UNFINISHED BUSINESS

The Board discussed an outline for the process of preparing YPL’s 5 Year Strategic Plan. She announced that they would meet later in the week to discuss it at greater length and follow that with a kickoff meeting to discuss the substance of the plan and what surveys in the community would be conducted. She asked that trustees review the outline and consider participating in the process.

NEW BUSINESS

Director Montero presented to the Board the proposed holiday schedule for 2022. In addition to the traditional holidays YPL observes, he requested that the Board close on several Sundays that would be followed by a Monday holiday, citing a lack of interest among the staff for whom Sunday service is voluntary. He also requested that Yonkers Public Library observe Juneteenth for the first time on Monday, June 20, 2022, noting that it was recently declared a federal holiday in the last year and YPL’s commitment to equity, diversity and inclusion.

On motion of Trustee Ilarrazza, seconded and unanimously carried, the Board approved the proposed holiday schedule for 2022 in its packet.

Trustee Saraceno announced that he would resign his term on December 31, 2021. He remarked that he valued his experience serving on the Board of Trustees and thanked the trustees for the opportunity to work with them, specifically noting the leadership of President Maron and Director Montero. He looked forward to the success of YPL and hoped to contribute to it and the Foundation in other ways in the future. President Maron and Director Montero thanked him for his service.

President Maron announced that her term expires at the end of the year and declared her interest in continuing for another term. She would update the Board on her status at a later time.

EXECUTIVE SESSION

NONE

Board Meeting – October 21, 2021

NEXT BOARD MEETING DATE – Thursday, November 18, 2021.

On motion of Trustee Saraceno the Meeting adjourned at 7:50 pm.

Jesse Montero
Library Director & Secretary