



**Board of Trustees
Annual Meeting
January 16, 2020
Grinton I. Will Branch**

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**YONKERS PUBLIC LIBRARY
AGENDA FOR ANNUAL BOARD MEETING
GRINTON I. WILL LIBRARY
JANUARY 16, 2020**

MINUTES

[ACTION ITEM] Approve Minutes of Board Meeting December 19, 2019.

NOMINATION OF OFFICERS AND APPOINTMENT OF STANDING COMMITTEES FOR YEAR 2020 – Acting Director Thaler presides.

[ACTION ITEM] “The regular meeting in January shall be the Annual Meeting at which officers shall be elected for a term of office of one year each. The President shall name standing committees for a term of one year at the Annual Meeting, or within one week from the date of the Annual Meeting.”

-YPL By-Laws III.3

MANAGEMENT REPORT

UNION REPRESENTATIVE’S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointments:

Aurora Cruz, Librarian IV, \$93,274.00/yr, eff. 1/13/20

Acknowledge the following resignations:

Michael Allen, P/T Page, \$12.00/hr, eff. 12/27/20

COMMITTEE REPORTS

Finance, Budget & Planning-



Employee Relations -

Buildings & Grounds -

Fundraising & Development -

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #811

[ACTION ITEM] In the absence of the Treasurer and the President, designate a Trustee to certify claims for payment, to be ratified by the Board.

UNFINISHED BUSINESS

NEW BUSINESS

[ACTION ITEM] Authorization to serve alcohol at an upcoming Library-sponsored event.

EXECUTIVE SESSION: To discuss the search for a Library Director.

NEXT MEETING DATE: Wednesday, February 19, 2020 at the Riverfront Library



YONKERS PUBLIC LIBRARY
BOARD MEETING
RIVERFRONT LIBRARY
DECEMBER 19, 2019

ATTENDANCE

TRUSTEES:	Nancy Maron Josephine Ilarraza Joseph Puglia Derrick Touba John Saraceno
LIBRARY DIRECTOR:	Ed Falcone
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Rose Bannister, Clerk III
GUESTS:	Dominick Savarese, President, SEIU 704B Brandon Neider

The Board Meeting began at 7:03 p.m.

MINUTES

On motion of Tr. Touba, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of November 21, 2019.

MANAGEMENT REPORT

Director Falcone announced that the façade project at Will has been completed. The contractor has moved their equipment offsite and is wrapping up the finishing touches.



Director Falcone reported that only one bid was returned for the elevator project at Will, and it was beyond the project budget. He said the City Engineering department would review the specifications of the project and would send it out to bid again in the spring.

Director Falcone announced that Staff Development Day was held November 22 and it was successful.

Director Falcone updated the Board on the Library's 2020 budget request proposal. The deadline is January 9 and the Library would have it prepared before then.

Director Falcone announced that Deputy Director Thaler had arranged for the popular tax preparation service VITA to return to the Riverfront Library for this tax season.

Tr. Saraceno arrived at 7:07 p.m.

UNION REPRESENTATIVE'S REPORT

Rep. Bannister reported that the staff wished Director Falcone a happy retirement. Pres. Savarese then announced that Mr. Neider would present the remainder of the Union Report. The Board objected to this proceeding, which was deemed irregular. Following a discussion of meeting protocol, Pres. Savarese was allowed to make a statement concerning an alleged incident concerning administrative interference with union activity. Director Falcone denied the allegation.

Mr. Neider was also permitted to make a brief report outlining his concerns about the Sunday budget, staffing levels at public service desks and alleged out-of-title work complaints. He was invited to submit his report in writing.

EXECUTIVE SESSION

Pres. Maron proposed an adjustment to the agenda and motioned the Board into Executive Session at 7:23 p.m. to discuss the appointment or promotion of a particular person. The session ended at 7:55 p.m.

WLS REPORT

Tr. Puglia reported that several library directors announced their growing displeasure with WLS services at the last meeting, specifically criticizing ongoing computer problems connected to the migration to a new system last March. Tr. Puglia said WLS is looking for outside help to solve these problems.

PERSONNEL REPORT

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

Susan Thaler, Temporary Acting Library Director, \$165,000/yr., eff. 1/2/20
Daniela Ranallo, P/T Page, \$12.00/hr, eff. 11/29/19
Isis Caycedo, P/T Page, \$12.00/hr, eff. 11/29/19
Renee Rabadi, Librarian I, \$58,449.00/yr., eff. 12/13/19

Acknowledged the following terminations:

Edward Falcone, Library Director, \$165,000/yr., eff. 1/1/20
Christian Zabriskie, Librarian IV, \$99,260/yr, eff. 1/7/20

COMMITTEE REPORTS

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

Employee Relations - Guzmán-Santana, Touba, Puglia

Buildings & Grounds - Guzmán-Santana, Saraceno

Policy - Guzmán-Santana, Ilarraza

Fundraising & Development – Guzmán-Santana, Maron, Jannetti

Foundation update: Pres. Maron announced that the Foundation was reviewing the response to their annual appeal and asked other Trustees to share the appeal within their respective networks. The Foundation was also preparing to promote its annual gala in June.

PAYMENT OF BILLS

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #810.

UNFINISHED BUSINESS

Tr. Touba of the Nominating subcommittee announced the following slate of nominees for 2020 Officers to be voted on at the following Annual Meeting: Nancy

Maron as President, Josephine Ilarraza as Vice President and Stephen Jannetti as Treasurer.

NEW BUSINESS

Director Falcone forwarded a request from Ivy Reeves of the organization FOCUS to serve wine at two upcoming programs, "Express Yourself" on February 27 and March 26 at the Riverfront Branch. Ms. Reeves signed an indemnity agreement and will use wrist bands to identify guests of legal age. Director Falcone declared his support for the request. Following a discussion, on motion of Tr. Saraceno, seconded and unanimously carried, the Board authorized the service of wine at the programs according the signed agreement.

NEXT BOARD MEETING DATE – Thursday, January 16, 2020 at the Grinton I. Will Branch.

Tr. Touba noted his pleasure serving his five year term as Trustee and thanked the Board for the opportunity to serve the Library. The Board thanked him and Tr. Guzmán-Santana for their service on the Board and wished them well. On motion of Tr. Touba, seconded and unanimously carried, the Meeting was adjourned at 8:18 p.m.

Susan Thaler
Acting Library Director & Secretary

Yonkers Public Library

Bill List DECEMBER 2019

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS				
BAKER & TAYLOR		MATERIALS	12/6/2019	33,397.91
MILCON CONSTRUCTION CORP.		WILL FAÇADE PHASE 2	12/26/2019	86,434.32
TOTAL				119,832.23
CONTRIBUTIONS FUNDS				
AMERICAN EXPRESS		INV CLOSING DATE 11/20/2019	12/3/2019	1,189.63
BELLA VISTA DELI BLACKMAR LLC		BOARD MEETING 12/19/2019	12/26/2019	146.12
BENITEZ, SHANEQUA		ARTIST-IN-RESIDENCE-RIV	12/18/2019	250.00
BENITEZ, SHANEQUA		ARTIST-IN-RESIDENCE-RIV	12/26/2019	250.00
COOPER, RALPH		REIMB EXP: NYLA CONF	12/26/2019	724.86
DELIA, SHERLEY		HOMEWORK HELPER-RIV	12/26/2019	150.00
DELIA, SHERLEY		HOMEWORK HELPER-RIV	12/18/2019	720.00
GOVCONNECTION, INC.		TRAC PRINTERS TONER	12/26/2019	1,088.83
HAWKINS, SARAH		HOMEWORK HELPER- CREST	12/10/2019	487.50
HAWKINS, SARAH		HOMEWORK HELPER-CREST	12/26/2019	495.00
NEPPERHAN COMMUNITY CENTER		SILVER SPONSOR MTLK CEL	12/26/2019	100.00
NYG&B SOCIETY		TRACING IMMIGRANTS BOOK	12/26/2019	39.95
TIERNEY		VERIZON GRANT	12/10/2019	7,997.00
TORRES, ARNALDO		REIMB EXP: PROGRAM SUP	12/26/2019	27.00
ZABRISKIE, CHRISTIAN		REIMB EXP: NYLA CONF	12/26/2019	800.00
TOTAL				14,465.89
MONTEFIORE GRANT				
CLUSTER		INNOVATION PILOT PROJECT	12/18/2019	9,243.29
CLUSTER		INNOVATION PILOT PROJECT	12/26/2019	9,957.70
TOTAL				19,200.99

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
Abbey Ice			
12/24/2019	11356	spring water	98.50
12/27/2019	11357	spring water	79.00
Total Abbey Ice			177.50
Acevedo, Zafiro			
12/30/2019	120919ZA	la pinata children work...	150.00
Total Acevedo, Zafiro			150.00
Amazon.com			
12/27/2019	33978768945	disposable gloves	11.93
12/27/2019	457575963885	drawstring children pl...	28.99
12/27/2019	467635484556	children program supp...	20.04
12/27/2019	483597887788	ribbon ink cartridge	16.45
12/27/2019	493568398456	interoffice envelopes	311.96
12/27/2019	94547977689	sharpie kit paint marker	69.16
12/27/2019	535738549963	gallery supplies	28.70
12/27/2019	588784355954	glue sticks	9.88
12/27/2019	597837776549	mounting tape	11.98
12/27/2019	636596536348	yoga mats	89.99
12/27/2019	746639838698	dowel wood sticks	6.35
12/27/2019	756338644783	glue guns	62.24
12/27/2019	763637543769	children program supp...	67.98
12/27/2019	787738465594	duracell batteries	19.37
12/27/2019	843744589695	nintendo controller	66.92
12/27/2019	846693368674	credit memo	-17.42
12/27/2019	847374963369	mod podge	28.77
12/27/2019	867363639847	duracell batteries	9.46
12/27/2019	899356574789	tea lights candles	8.99
12/27/2019	935797447968	vhs cleaner	49.67
12/27/2019	955543374697	scissors	13.98
12/27/2019	983457436958	jenga game	16.99
12/27/2019	998939467937	program supplies	66.38
Total Amazon.com			998.76
American Express			
12/18/2019	112019AE	software and supplies	390.88
12/18/2019	112019AE	software and supplies	150.91
Total American Express			541.79
American Paper Supply (APP)			
12/16/2019	J1226478	supplies	239.72
Total American Paper Supply (APP)			239.72
Arch For Kids			
12/27/2019	313	dragon dens & fairy co...	250.00
Total Arch For Kids			250.00
Argento & Sons			
12/30/2019	378202	repairs snow thrower	318.96
Total Argento & Sons			318.96
Barnes & Noble			
12/05/2019	3919516	materials	637.69
12/05/2019	3922226	materials	380.65
12/05/2019	3922753	materials	410.92
12/05/2019	3929957	materials	270.91
12/30/2019	3735115	materials	-318.15
12/30/2019	3874840	materials	1,818.50
12/30/2019	3879358	materials	-12.78
12/30/2019	3927123	materials	829.97
12/30/2019	3927610	materials	-829.97
12/30/2019	3927189	materials	321.23

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
Total Barnes & Noble			3,508.97
Blick Art Materials			
12/16/2019	2526774	art supplies	160.13
Total Blick Art Materials			160.13
Browne, Maria D.			
12/30/2019	121219	holiday crafts program	115.00
Total Browne, Maria D.			115.00
Budget Library Supplies			
12/27/2019	18421	quad dvd cases	1,025.00
Total Budget Library Supplies			1,025.00
Cablevision Lightpath			
12/27/2019	100219179	internet 11/1-11/30/19	5,233.55
12/27/2019	100219196	phones 11/1-11/30/19	3,575.19
Total Cablevision Lightpath			8,808.74
Cablevision Optimum			
12/05/2019	07803550279dec19	internet and phones	141.16
12/18/2019	07803544469dec19	cable boxes	16.80
12/27/2019	07803065546dec19	tv box	8.40
Total Cablevision Optimum			166.36
Cengage Learning			
12/24/2019	69005960	subscription	7,128.59
Total Cengage Learning			7,128.59
Chloe's Kids			
12/05/2019	28 RF	baby signing time	150.00
Total Chloe's Kids			150.00
Clifton, Michelle			
12/18/2019	112719	sound meditation prog...	200.00
Total Clifton, Michelle			200.00
Con Edison (Consolidated Edison)			
12/27/2019	5909214217dec19	gas charges	188.73
Total Con Edison (Consolidated Edison)			188.73
Crown A/C Heat & Power			
12/18/2019	8946	repairs	217.18
Total Crown A/C Heat & Power			217.18
Crown Janitorial			
12/05/2019	446427-1	janitorial supplies	2,851.59
Total Crown Janitorial			2,851.59
Cruz, Aurora			
12/27/2019	121019AC	reimbursement progra...	47.00
Total Cruz, Aurora			47.00
Demco			
12/24/2019	6731800	library supplies	193.44
12/24/2019	6731943	library supplies	303.13
Total Demco			496.57
Dover Publications			
12/24/2019	92614335	materials	223.20

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
Total Dover Publications			223.20
DPW Pasny			
12/05/2019	Sep-19	electric charges	11,127.11
12/05/2019	Sep-19	electric charges	595.98
12/05/2019	Oct-19	electric charges	8,510.67
12/05/2019	Oct-19	electric charges	640.42
Total DPW Pasny			20,874.18
Ebsco			
12/17/2019	1902903	subscriptions	-251.00
12/17/2019	9214037	subscriptions	7,989.37
12/17/2019	9214040	subscriptions	10,929.55
12/17/2019	9214041	subscriptions	3,684.39
12/30/2019	2001146	subscription	105.70
12/30/2019	2001147	subscription	105.70
Total Ebsco			22,563.71
Emil Yedowitz Landscaping			
12/18/2019	Yed10264	winterize sprinkler sys...	90.00
Total Emil Yedowitz Landscaping			90.00
Erwin-Mcguire, Avery			
12/27/2019	1207-2019	creating a stop motion ...	100.00
Total Erwin-Mcguire, Avery			100.00
Fusco, Eileen			
12/05/2019	112519EF	reimbursement prog. s...	65.35
12/18/2019	111919EF	reimbursement progra...	81.36
12/30/2019	121119EF	reimbursement progra...	36.93
Total Fusco, Eileen			183.64
Germino, Damien			
12/27/2019	12-3-19	yoga class	80.00
12/30/2019	12-10-19	yoga program	80.00
Total Germino, Damien			160.00
Gibbons Family Fitness			
12/05/2019	11-22-19	workplace stretching ...	65.00
Total Gibbons Family Fitness			65.00
GovConnection			
12/05/2019	57297371	toner cartridges	862.07
Total GovConnection			862.07
Gruppuso Plumbing			
12/18/2019	19-378	replaced metering fau...	675.00
Total Gruppuso Plumbing			675.00
Hudson Archival/Microimaging			
12/24/2019	12617	microfilm	200.00
12/24/2019	12617	microfilm	300.00
12/24/2019	12617	microfilm	65.55
12/24/2019	12885	security roll board of tr...	8.00
12/24/2019	14138	annual security roll	8.00
Total Hudson Archival/Microimaging			581.55
Ingram Library Services			
12/30/2019	41684042	materials	19.59
12/30/2019	41931905	materials	-6.10
Total Ingram Library Services			13.49

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
ITG Larson, Inc. 12/20/2019	2321	2nd yr. service contract	12,265.74
Total ITG Larson, Inc.			12,265.74
Jaquez Castro, Vanessa 12/27/2019	120419	flores de papel program	130.00
Total Jaquez Castro, Vanessa			130.00
Johnson, Suzanne 12/05/2019	112519SJ	reimbursement supplies	72.09
Total Johnson, Suzanne			72.09
Keane & Beane 12/24/2019	52672	legal fees	367.50
12/24/2019	52673	legal fees	630.00
Total Keane & Beane			997.50
Latin American Book Source 12/30/2019	0075855-IN	materials	119.81
Total Latin American Book Source			119.81
LDI Color Toolbox 12/16/2019	1603200	riso ink cartridges	70.97
Total LDI Color Toolbox			70.97
LE Health Inc. 12/27/2019	0919	yoga for yogis	200.00
12/27/2019	1019	yoga for yogis	300.00
12/27/2019	1119	yoga for yogis	200.00
Total LE Health Inc.			700.00
LJD Concrete Corp 12/20/2019	1252	removal of concrete wall	6,975.00
Total LJD Concrete Corp			6,975.00
Lloyd, Joan 12/18/2019	112719	crafts for a cause	50.00
Total Lloyd, Joan			50.00
Metro Group, Inc. 12/20/2019	PI 656330	cooling tower service	796.66
Total Metro Group, Inc.			796.66
Midwest Tape 12/17/2019	98193927	materials	20.99
12/17/2019	98193929	materials	163.15
12/17/2019	98193961	materials	67.46
12/17/2019	98193928	materials	62.26
12/17/2019	98193962	materials	44.98
12/17/2019	98193963	materials	44.98
12/17/2019	98195273	materials	1,162.67
12/17/2019	98227281	materials	44.98
12/17/2019	98227282	materials	211.22
12/17/2019	98227285	materials	89.20
12/17/2019	98227286	materials	69.26
12/17/2019	98227287	materials	9.09
12/17/2019	98227288	materials	438.59
12/17/2019	98227289	materials	29.98
12/17/2019	98244278	materials	26.58
12/17/2019	98244279	materials	20.99
12/17/2019	98244400	materials	323.19
12/17/2019	98244401	materials	95.81

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
12/17/2019	98244402	materials	29.24
12/17/2019	98244403	materials	29.24
12/17/2019	98244404	materials	38.22
12/30/2019	98227283	materials	195.76
12/30/2019	98289867	materials	93.72
12/30/2019	98289868	materials	18.87
12/30/2019	98289869	materials	11.24
12/30/2019	98290020	materials	38.22
12/30/2019	98290022	materials	41.97
12/30/2019	98290023	materials	314.83
12/30/2019	98294693	materials	50.38
12/30/2019	98319381	materials	45.86
12/30/2019	98319382	materials	477.47
12/30/2019	98319383	materials	275.69
12/30/2019	98319385	materials	44.77
12/30/2019	98319386	materials	73.46
12/30/2019	98319387	materials	104.94
12/30/2019	98319388	materials	107.73
Total Midwest Tape			4,916.99
Mota, Juan			
12/30/2019	000043	sew amazing	175.00
12/30/2019	000044	sew amazing	175.00
Total Mota, Juan			350.00
Mr. Chimney Clean, Inc			
12/20/2019	58823	boiler chimney inspect...	850.00
12/20/2019	58824	boiler chimney inspect...	189.00
Total Mr. Chimney Clean, Inc			1,039.00
Multicultural Books and Video			
12/17/2019	19-1643A	materials	224.02
12/17/2019	228.91	materials	228.91
Total Multicultural Books and Video			452.93
North State Mechanical Corp.			
12/30/2019	1235-6	ac shut down-heating ...	4,450.00
Total North State Mechanical Corp.			4,450.00
Oriental Trading			
12/16/2019	699601558-01	gingerbread house	50.07
12/27/2019	700130052-01	children program supp...	88.66
Total Oriental Trading			138.73
Peterson's			
12/17/2019	INV-2249029	materials	57.21
12/17/2019	INV-2249075	materials	57.21
12/17/2019	INV-2249312-1	materials	51.23
12/17/2019	INV-2249329-1	materials	51.23
12/30/2019	INV-2249625	materials	52.80
12/30/2019	INV-2249626	materials	52.80
Total Peterson's			322.48
Pitney Bowes 2			
12/20/2019	1014421291	mailstation meter rental	216.00
12/24/2019	1014454453	postage supplies	350.64
12/24/2019	1014454454	postage supplies	53.98
Total Pitney Bowes 2			620.62
Project Me LLC			
12/27/2019	PM 10.02.19	divine sleep:yoga nidra	50.00
Total Project Me LLC			50.00

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

Date	Num	Memo	Amount
Quill Corp.			
12/05/2019	2656085	supplies	69.99
Total Quill Corp.			69.99
Recorded Books			
12/30/2019	76582617	materials	41.60
Total Recorded Books			41.60
Reilly, Shannon			
12/27/2019	120319	chair yoga	100.00
Total Reilly, Shannon			100.00
Reliable Sewer & Drain			
12/20/2019	12819	repairs sink drain	175.00
Total Reliable Sewer & Drain			175.00
Robison, Mary			
12/05/2019	112519MR	reimbursement progra...	35.00
Total Robison, Mary			35.00
S & S Worldwide			
12/16/2019	IN100336977	children's supplies	49.53
12/27/2019	IN100344720	children program supp...	138.43
12/27/2019	IN100352987	pine garland	16.78
Total S & S Worldwide			204.74
Salem Press			
12/05/2019	169800	materials	276.12
Total Salem Press			276.12
Schall Hardware			
12/16/2019	CM12359	maintenance supplies	106.94
Total Schall Hardware			106.94
Sprague Operating Resources			
12/18/2019	00010194657	bioheat oil	7,596.39
12/18/2019	00010194675	bioheat oil	947.44
Total Sprague Operating Resources			8,543.83
Stanley Convergent			
12/05/2019	16879078	alarm monitoring	697.27
12/05/2019	16954487	alarm monitoring	697.27
12/05/2019	16957755	cctv monitoring	68.56
Total Stanley Convergent			1,463.10
Sterling Sanitary Supply			
12/27/2019	R57641	vacuum repairs	212.90
Total Sterling Sanitary Supply			212.90
Thrive Reiki			
12/18/2019	112219	meditation program	75.00
12/18/2019	35	mindful monday & reiki	85.00
12/18/2019	36	mindful monday & reiki	85.00
Total Thrive Reiki			245.00
Verizon			
12/05/2019	9143372191dec19	phones	143.83
12/05/2019	9147931065dec19	phones	43.16
12/18/2019	9143373015dec19	phones	49.72
12/27/2019	9144109274nov19	phones	48.87

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2019

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Total Verizon			285.58
Verizon Wireless			
12/05/2019	9841882292	cell phones	213.39
12/18/2019	9842803129	cell phones	362.08
Total Verizon Wireless			575.47
Wayne's Electric Service			
12/18/2019	111901	crestwood lighting	715.00
12/18/2019	111905	wall pack wiring	405.00
12/18/2019	111904	rewire outdoor wall br...	525.00
Total Wayne's Electric Service			1,645.00
WB Mason			
12/05/2019	205240038	holiday candy	15.64
12/05/2019	205254773	paper	441.38
12/18/2019	205281396	snack box	32.50
12/18/2019	205286115	office supplies	37.60
12/18/2019	205288861	copy paper	215.94
12/18/2019	205295104	copy paper	368.52
12/24/2019	205440088	office supplies	459.38
12/24/2019	205482797	office supplies	124.54
12/24/2019	205543072	office supplies	372.81
12/24/2019	205596352	office supplies	30.22
12/24/2019	205596516	office supplies	117.10
12/24/2019	205596835	office supplies	5.82
12/30/2019	205488569	copy paper	314.95
Total WB Mason			2,536.40
Westchester Library System			
12/17/2019	111819-1	webs individual couns...	4,500.00
12/17/2019	111819-2	fall webs seminar 2019	500.00
12/17/2019	11192019-8	baker and taylor	2,810.00
Total Westchester Library System			7,810.00
Wonder Spark Puppets			
12/27/2019	747	goldilocks & three bea...	430.00
Total Wonder Spark Puppets			430.00
Yonkers Parking Authority			
12/30/2019	20-0880	parking for 27 employe...	6,700.86
Total Yonkers Parking Authority			6,700.86
Zev Haber Music by Zev			
12/05/2019	111719ZH	children's music concert	275.00
Total Zev Haber Music by Zev			275.00
TOTAL			140,383.48

YPL OPERATING BUDGET 2020

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month December	YTD	Balance	% used
101	Salaries	6,489,818	6,489,818	2,623,504	478,810	3,102,314	3,387,504	48%
103	Temp Services	660,600	660,600	221,366	44,262	265,628	394,972	40%
150	Termination Payments	35,000	35,000	10,862	0	10,862	24,138	31%
198	Overtime	270,450	270,450	159,130	26,942	186,072	84,378	69%
	Personal Services Total:	7,455,868	7,455,868	3,014,862	550,014	3,564,876	3,890,992	48%
280	Reference Materials	82,000	82,000	2,197	9,876	12,073	69,927	15%
	Materials Total	82,000	82,000	2,197	9,876	12,073	69,927	15%
301	Office Supplies	97110	97,110	31,012	5,454	36,466	60,644	38%
306	Janitorial Supplies	33100	33100	8,373	3091	11,464	21,636	35%
308	Wearing Apparel	2,971	2,971	0	0	0	2,971	0%
309	Fuel For Heating	85,500	85,500	0	8,544	8,544	76,956	10%
312	Hardware	7,025	7,025	2,224	349	2,573	4,452	37%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0%
314	Electrical Supplies	750	750	216	0	216	534	29%
327	Nursery Supplies	300	300	0	0	0	300	0%
361	Gas	2,000	2,000	715	189	904	1,096	45%
	Material and Supplies Total	229,756	229,756	42,540	17,626	60,166	169,590	26%
401	Insurance	32,575	32,575	26,586	0	26,586	5,989	82%
402	Telephones	63,900	63,900	19,000	4,603	23,603	40,297	37%
403	Printing	13,310	13,310	6,511	512	7,023	6,287	53%
404	Lights and Power	170,226	170,226	12,328	0	12,328	157,898	7%
405	Postage	3,800	3,800	0	405	405	3,395	11%
406	Freight and Express	500	500	62	0	62	438	12%
407	Equipment Maint. And Repair	45,700	45,700	15,754	2,502	18,256	27,444	40%
408	Rental of Equipment	14,280	14,280	2,161	216	2,377	11,903	17%
409	Building Maint. And Repair	78,000	78,000	22,030	7,259	29,289	48,711	38%
410	Milage Allowance	685	685	56	0	56	629	8%
413	Professional Fees	183,950	183,950	61,298	6,568	67,866	116,085	37%
415	Outside Labor & Related Charges	45,500	45,500	5,988	7,765	13,753	31,747	30%
419	Misc. Expenses	16,750	21164	12,687	6,701	19,388	1,776	92%
421	Rental of Space	750,000	750,000	0	75,000	0	750,000	0%
422	Janitorial Service	2,600	2,600	1,570	0	1,570	1,030	60%
424	Maint. Of Office Equipment	3200	3200	0	0	0	3200	0
425	Subscriptions and Publicationns	121,183	121,183	36,752	29,692	66,444	54,739	55%
430	IT Hardware Maint.	44,000	44,000	18,429	979	19,408	24,592	44%
431	IT Software Licensing and Maint.	486,323	486,323	197,710	21,200	218,910	267,413	45%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	270	0	270	1,880	13%
446	Automobile Repair	6,000	6,000	2,157	319	2,476	3,524	41%
481	Binding of Books	700	700	0	582	582	118	83%
496	Special Projects	20,000	20,000	8,481	2,706	11,187	8,813	56%
	Contractual Services Total	2,105,332	2,109,746	449,830	167,007	541,837	1,567,909	26%
	Total Operating Budget	9,872,956	9,877,370	3,509,429	744,523	4,178,952	5,698,418	42%

**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2019-JUNE 30, 2020
 REVENUE**

Revenue Category	Budgeted Revenue 2019-2020	Revenue Realized 7/1/2019- 6/30/2020
Fees & Fines	\$51,000	\$8,647
Rental of Property	11,000	3,910
Miscellaneous (Includes E-Rate)	41,050	0
Total Library Generated Revenues	<u>\$103,050</u>	<u>\$12,557</u>
State Funding	47,560	53,390
Transfer from City of Yonkers General Fund	9,497,773	9,497,773
Transfer from Library Fund	811,831	811,831
Total	<u>\$10,460,214</u>	<u>\$10,375,551</u>

**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT FOR THE
 YEAR JULY 1, 2019-JUNE 30, 2020
 CAPITAL FUNDS**

		ORIGINAL AMOUNT	AMOUNT AVAILABLE 12/31/2019
C2099CP			
510647	Will Auditorium Improv.	55,000	48,229
510822	Computers & Library Equipment	47,000	0
510874	Boiler Upgrades	568,000	62,254
510906	Library Books and other Equipment	450,000	74,345
510956	Library Books and other Equipment	450,000	450,000

**YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2019-JUNE 30, 2020
GRANTS FUNDS**

	AMOUNT AWARDED	AMOUNT AVAILABLE 12/31/2019
DANY	250,000	246,485
SED-LDA	211,412	124,978
MONTEFIORE ADDITION	95,475	14,584
SED-LDA (2)	211,412	183,559

BANK ACCOUNT INFORMATION

DECEMBER 2019

<u>BANK</u>	<u>RATE</u>	<u>ACCOUNT NAME</u>	<u>NUMBER</u>	<u>EXP.</u>	<u>TYPE</u>	<u>12/31/2019</u>
<u>ENDOWMENTS AND TRUSTS</u>						
<u>SAUNDERS ENDOWMENT GOAL \$65,000</u>						
STERLING NATIONAL BANK	2.75%	SAUNDERS BOOK FUND	4658	6/4/2020	15 MO. CD	75,074.78
<u>JUTKOWITZ ENDOWMENT GOAL \$10,000</u>						
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	JOHN JUTKOWITZ THEATER FUND	1100221	9/11/2020	15 MO. CD	10,673.86
<u>KOGAN ENDOWMENT GOAL \$5,000</u>						
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	DAVID S. KOGAN MEM FUND	1085514	8/29/2020	12 MO. CD	5,109.57
<u>MURPHY ENDOWMENT GOAL \$5,000</u>						
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	RITA G. MURPHY MEM FUND	1097874	6/26/2020	15 MO. CD	5,507.13
<u>CHECKING ACCOUNT</u>						
STERLING NATIONAL BANK	N/A	YPL TRUST ACCOUNT	6700288970	----	CHECKING	5,664.86
<u>UNRESTRICTED ACCOUNTS</u>						
<u>CONTRIBUTIONS FUNDS</u>						
STERLING NATIONAL BANK	2.75%	CONTRIBUTIONS ACCOUNT	4659	6/4/2020	15 MO. CD	27,440.62
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	CONTRIBUTIONS ACCOUNT	1102029	8/7/2020	12 MO. CD	63,591.80
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	CONTRIBUTIONS ACCOUNT	1103671	10/27/2020	12 MO. CD	53,097.68
<u>CHECKING ACCOUNT</u>						
STERLING NATIONAL BANK	0.01%	CONTRIBUTIONS ACCOUNT	6700289260	----	CHECKING	70,648.44

JOINT MANAGEMENT REPORT
JANUARY 2020

Budget. Our Operating Budget request was submitted to the City on January 9. We also submitted seven individual requests for Capital Improvement funds.

Transitions. YPL is in the midst of major personnel changes. Just after the retirement of Director Ed Falcone in early January, Will Branch Administrator Christian Zabriskie departed for a new position as Executive Director of the Onondaga County Public Library System. This came on the heels of Christian and his business partner at Urban Librarians Unite, Lauren Comito, being named Library Journal's Librarians of the Year. Aurora Cruz, formerly Head of Adult Services at Riverfront Library, is taking over as Branch Administrator at Will. Interviews are being conducted to fill the Adult Services position.

Art Gallery Update. Our 2nd Artist-in-Residence, Shanequa Benitez has finished up a successful residency and our next exhibit will feature her work, some of which was created during her tenure. The opening reception will be on the evening of February 6, the first Gallery Hop of 2020. In addition to the NEO Society, Curator Haifa Bint-Kadi has been developing creative arts programming for adults and families, including Art Stories and Folk Art Fridays. Haifa will also be leading mosaic workshops where participants will collaborate to create a mosaic that will be on permanent display at Riverfront.

Inauguration. The Riverfront Auditorium was the site chosen for inauguration ceremonies held on New Year's Day for Mayor Mike Spano, City Council Members Michael Breen, Shanae Williams and Tasha Diaz, and City Court Judges Elena Goldberg Velazquez and Brendan Mc Grath. Kudos to Russell Martinez and the custodial staff, Branch Administrator Sandy Amoyaw and Administrative Assistant Lawrence Farah who worked hard to ensure that this important event ran without a hitch.

MEETINGS AND EVENTS

12/20	Ed & Susan	Lunch meeting with Will Kang
12/23	Susan	Farewell for Christian Zabriskie @Will
12/26	Susan	Lunch exit meeting with Christian Zabriskie
1/1	Susan	Inauguration of City Officials @Riverfront
1/2	Susan	Thursday lunch @Dos Marias
1/2	Susan	IT meeting
1/7	Susan	Monthly Meeting with Deputy Mayor @City Hall
1/8	Susan & Vivian	Staff send-off for Aurora Cruz
1/9	Susan	LYFE Coalition @Riverfront
1/9	Susan	Evergreen Reports Training @WLS

1/13	Susan	Will Branch visit
1/13	Susan	Staff counseling
1/14	Susan	Montefiore Hudson Valley Innovation Fund meeting
1/15	Susan & Vivian	Chamber of Commerce Women in Business Committee
1/15	Susan	Interview
1/16	Susan	PLDA @WLS

MARK YOUR CALENDARS

NCC Martin Luther King Celebration 1/20/20

YONKERS PUBLIC LIBRARY

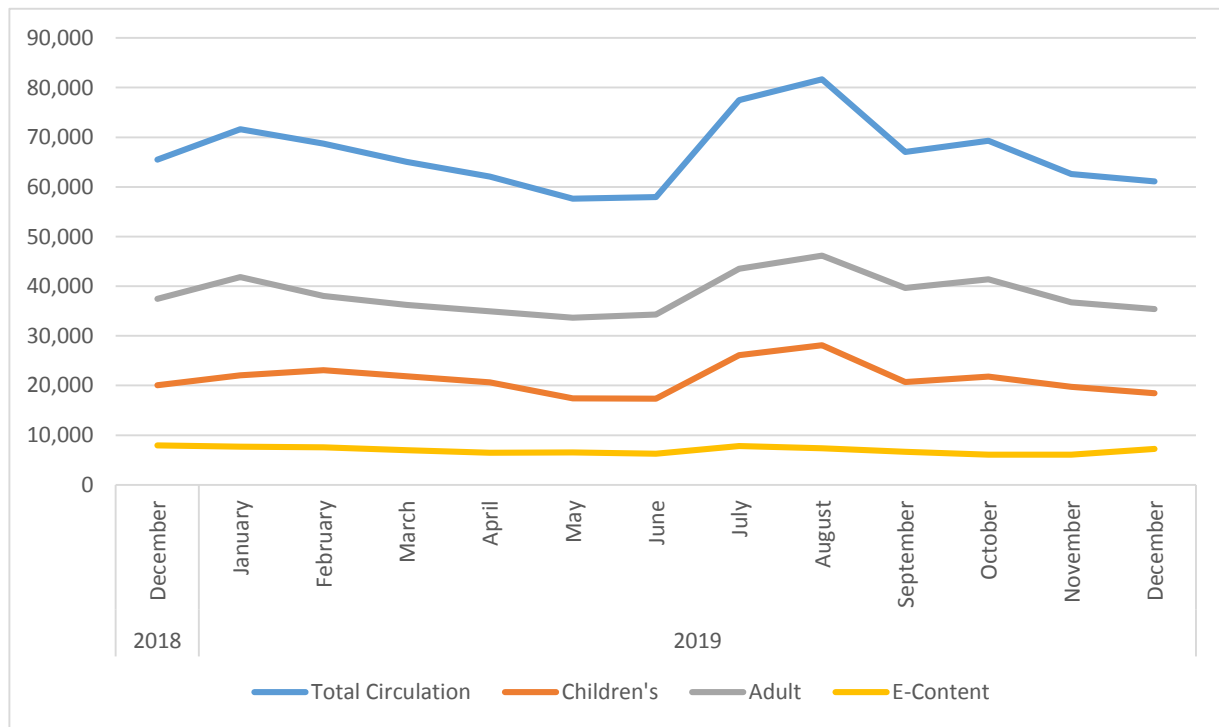
CIRCULATION STATISTICS

December 2019

	<u>2018</u>		<u>2019</u>					
Days of Service	30		30					
Hours of Service	779		772					
					<u>Dev.</u>		<u>%</u>	
RIVERFRONT LIBRARY		<i>per svc hr</i>		<i>per svc hr</i>				
Adult	13,172	16.9	10,894	14.1	(2,278)	(2.8)		
Children's	6,512	8.4	5,318	6.9	(1,194)	(1.5)		
Total Riverfront Circulation	19,684	25.3	16,212	21.0	(3,472)	(4.3)	-17.6%	-16.9%
GRINTON I. WILL LIBRARY								
Adult	20,321	26.1	21,026	27.2	705	1.1		
Children's	12,047	15.5	11,815	15.3	(232)	(0.2)		
Total Will Circulation	32,368	41.6	32,841	42.5	473	1.0	1.5%	2.4%
CRESTWOOD LIBRARY								
Adult	3,968	5.1	3,509	4.5	(459)	(0.5)		
Children's	1,532	2.0	1,314	1.7	(218)	(0.3)		
Total Crestwood Circulation	5,500	7.1	4,823	6.2	(677)	(0.8)	-12.3%	-11.5%
E-CONTENT (ALL BRANCHES)	7,956		7,218		(738)		-9.3%	
TOTAL CIRCULATION								
Total Current Month	65,508	84.1	61,094	79.1	(4,414)	(5.0)	-6.7%	-5.9%
Total Previous Months	<u>729,818</u>		<u>741,214</u>		<u>11,396</u>		<u>1.6%</u>	
Total Year-to-Date	795,326		802,308		6,982		0.9%	

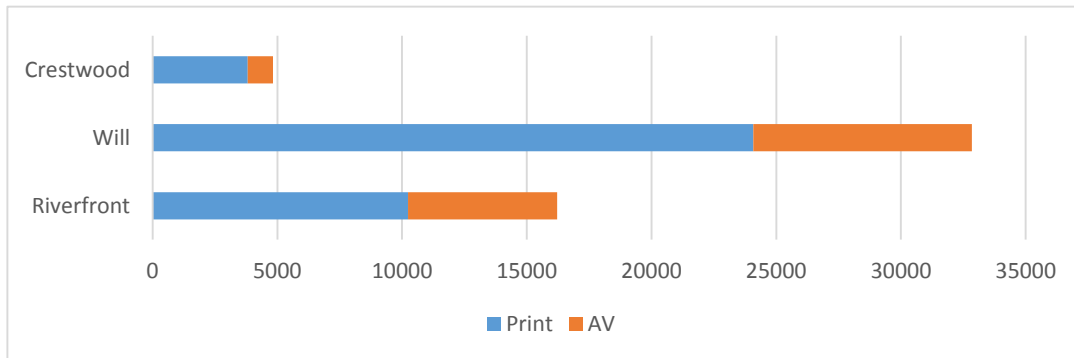
Circulation December 2018 - December 2019

		Total Circulation	Children's	Adult	E-Content
2018	December	65,508	20,091	37,461	7,956
2019	January	71,637	22,092	41,836	7,709
	February	68,723	23,067	38,071	7,585
	March	65,041	21,851	36,224	6,966
	April	62,098	20,644	34,975	6,479
	May	57,630	17,421	33,685	6,524
	June	57,955	17,380	34,310	6,265
	July	77,481	26,125	43,515	7,841
	August	81,689	28,134	46,193	7,362
	September	67,036	20,720	39,631	6,685
	October	69,319	21,820	41,396	6,103
	November	62,605	19,769	36,759	6,077
	December	61,094	18,447	35,429	7,218



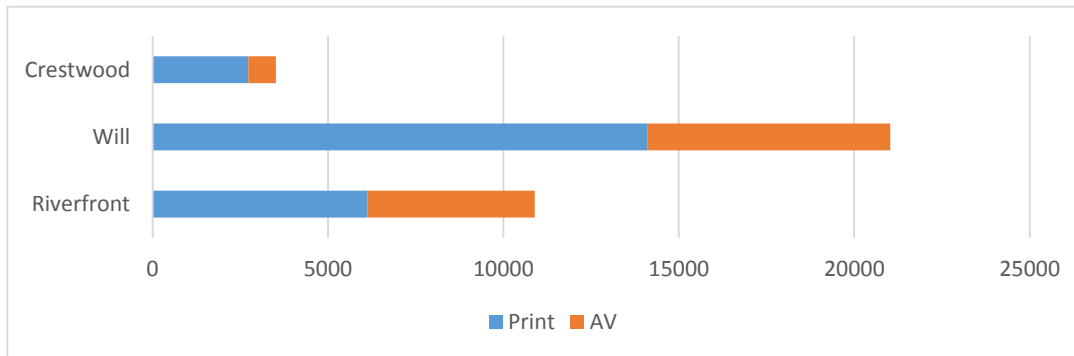
Print vs. AV by Branch - December

	Print	AV	Total
Riverfront	10238	5974	16212
Will	24083	8758	32841
Crestwood	3811	1012	4823
Total	38132	15744	53876



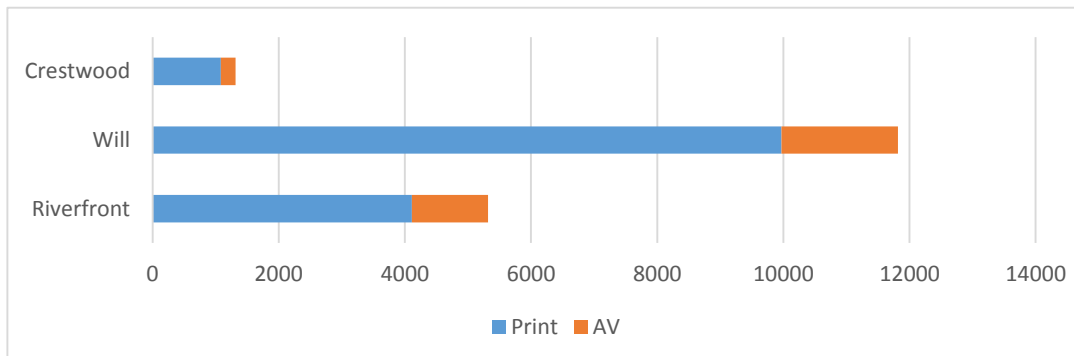
Adult Print vs. AV by Branch - December

	Print	AV	Total
Riverfront	6126	4768	10894
Will	14113	6913	21026
Crestwood	2731	778	3509
Total	22970	12459	35429



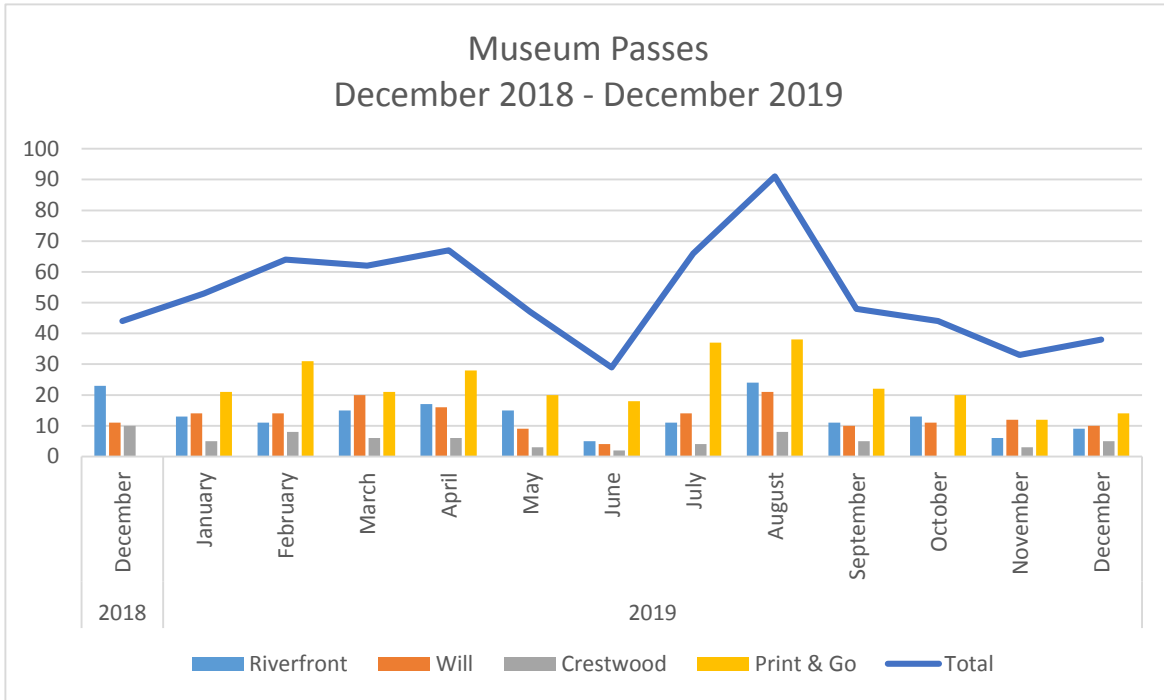
Juvenile Print vs. AV by Branch - December

	Print	AV	Total
Riverfront	4112	1206	5318
Will	9970	1845	11815
Crestwood	1080	234	1314
Total	15162	3285	18447



Museum Passes

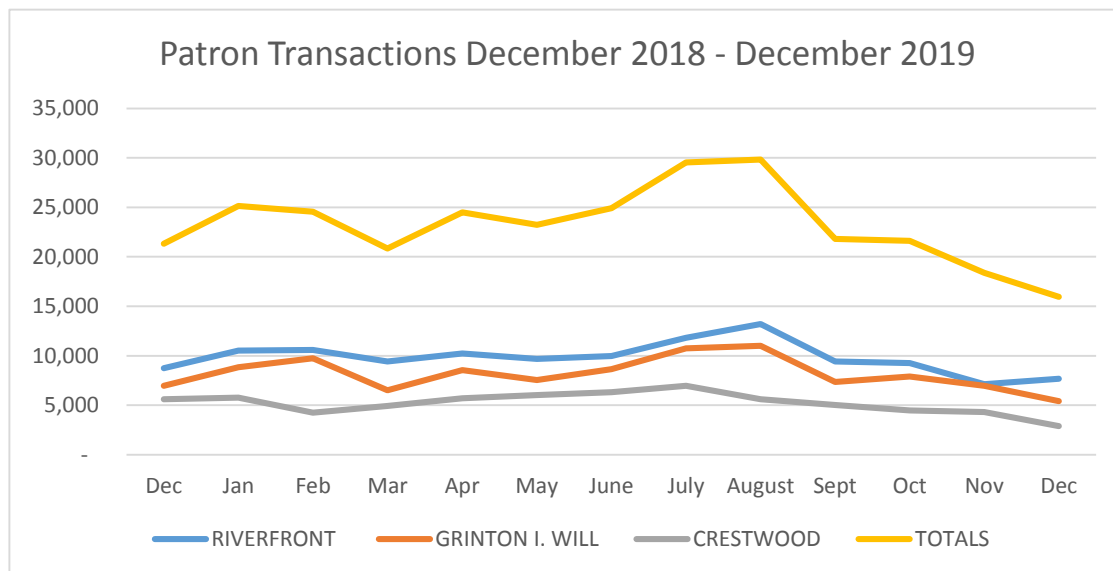
	Month	Riverfront	Will	Crestwood	Print & Go	Total
2018	December	23	11	10		44
2019	January	13	14	5	21	53
	February	11	14	8	31	64
	March	15	20	6	21	62
	April	17	16	6	28	67
	May	15	9	3	20	47
	June	5	4	2	18	29
	July	11	14	4	37	66
	August	24	21	8	38	91
	September	11	10	5	22	48
	October	13	11	0	20	44
	November	6	12	3	12	33
	December	9	10	5	14	38



PATRON TRANSACTIONS

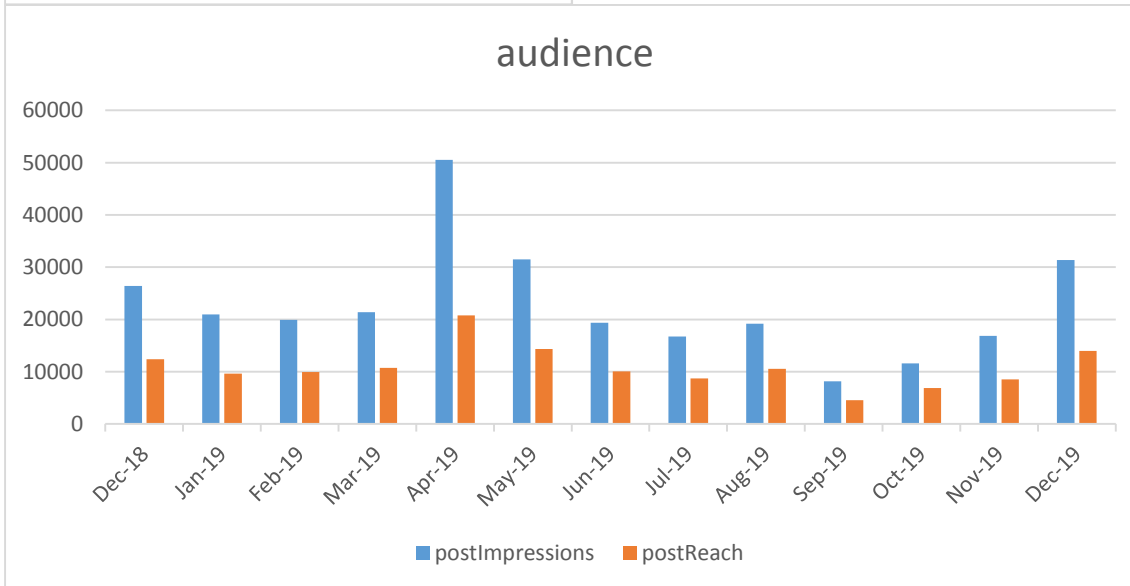
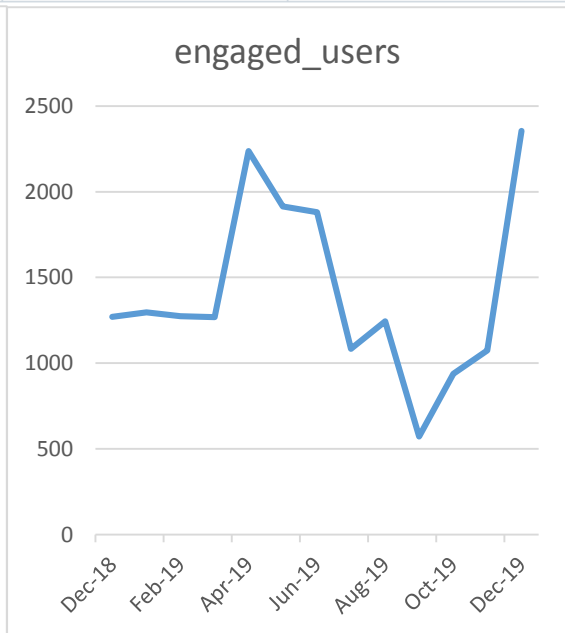
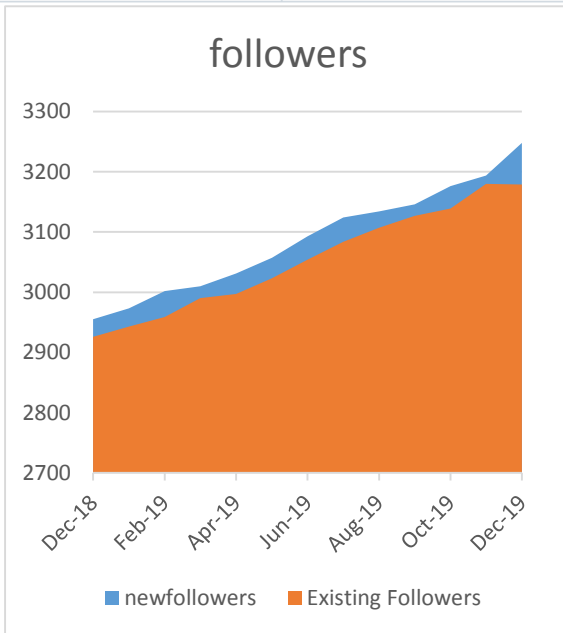
December 2019

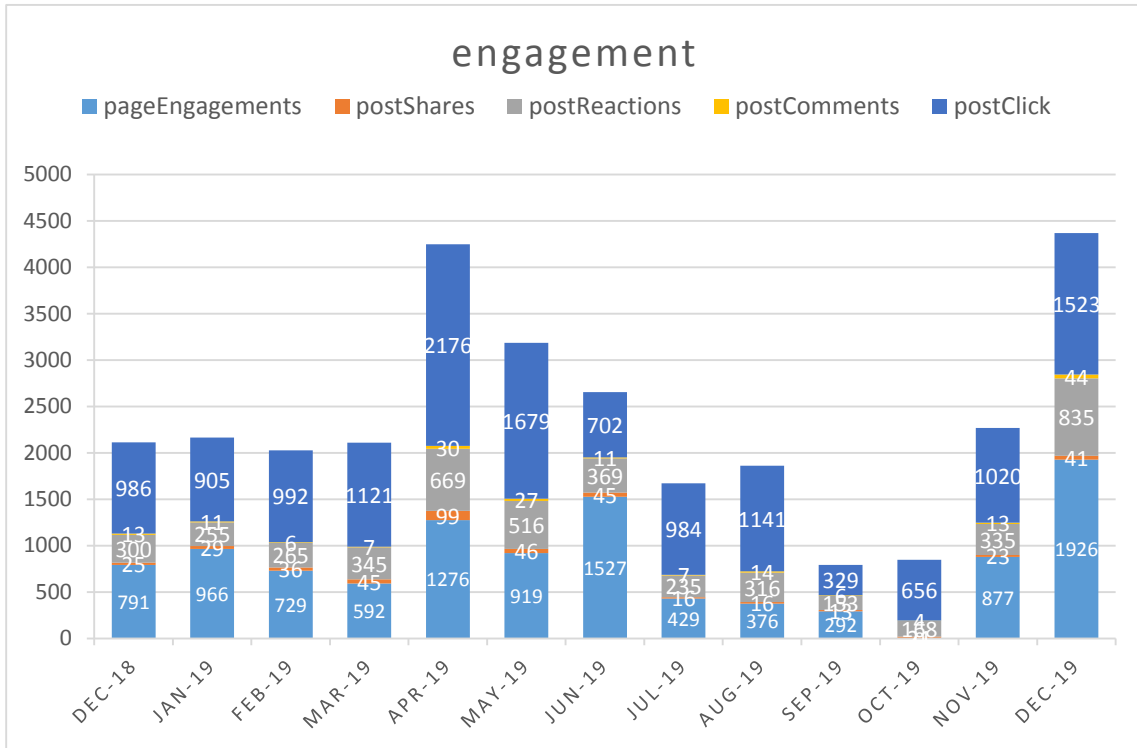
	<u>Dec</u> <u>2018</u>	<u>Dec</u> <u>2019</u>	<u>Deviation</u>	<u>%</u>
RIVERFRONT LIBRARY				
Circulation	2,905	2,277	(628)	
Directional/Other	3,874	3,769	(105)	
Reference	1,977	1,620	(357)	
Total	8,756	7,666	(1,090)	-8.3%
GRINTON I. WILL BRANCH				
Circulation	4,064	2,780	(1,284)	
Directional/Other	1,433	1,343	(90)	
Reference	1,478	1,294	(184)	
Total	6,975	5,417	(1,558)	-17.3%
CRESTWOOD BRANCH				
Circulation	1,877	1,276	(601)	
Directional/Other	1,145	408	(737)	
Reference	2,579	1,201	(1,378)	
Total	5,601	2,885	(2,716)	-43.4%
TOTALS				
Current Month	21,332	15,968	(4,505)	-15.9%






Performance for the selected 31 days compared to the previous period

Posts 65 ↑ 133%	Post Reach 14.0k ↑ 64%	Post Impressions 31.3k ↑ 87%	Link Clicks 98 ↑ 140%
Reactions 1,114 ↑ 84%	Engaged Users 2,355 ↑ 120%	Page & Post Engagements 4,369 ↑ 93%	New Fans 69 ↑ 393%





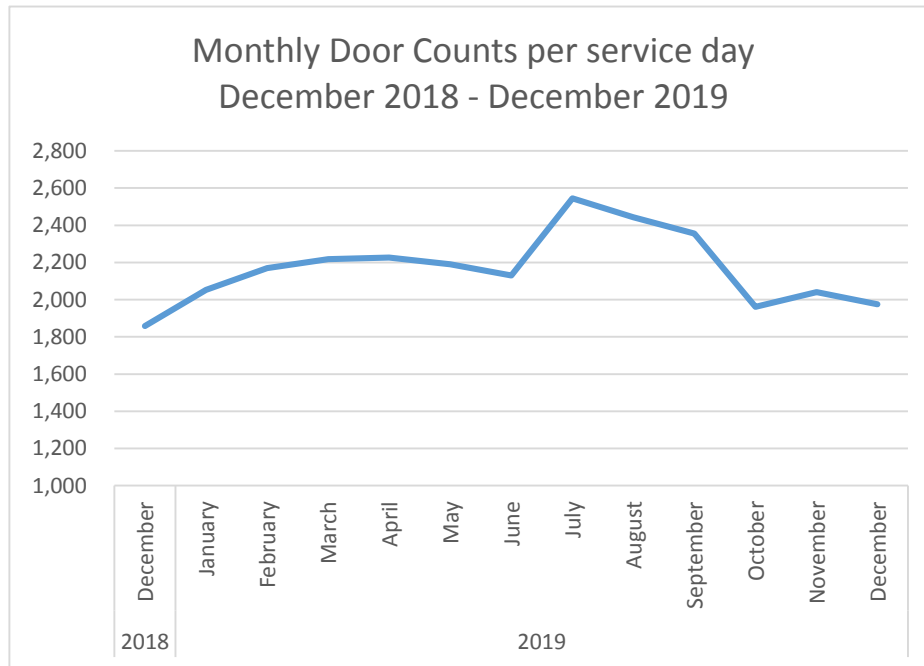
Engagement is any action someone takes on your Facebook Page or one of your posts. The most common examples are likes, comments, and shares, but it can also include checking in to your location or tagging you in a post

Posts and Stories	Engagements	Audience
11 December 06:38 pm VIEW POST  Que chula! Gracias to Zafiro Acevedo for helping us make beautiful piñatas!	59 post clicks 26 reactions 1 comments 4 shares	866 post impressions 634 post reach
5 December 02:19 pm VIEW POST  Thank you ArchForKids-architecture for children for the super program yesterday! Lots of future architects built amazing homes for their favourite fantasy characters!	71 post clicks 16 reactions 0 comments 6 shares	835 post impressions 740 post reach
31 December 08:27 am VIEW POST  Happy New Year from the staff at Will Library...and Syd and Joan also!	38 post clicks 34 reactions 4 comments 0 shares	736 post impressions 734 post reach

Impressions are the number of times a post from your page is displayed. For example, if someone sees a page update in their Facebook newsfeed and then sees that same update when a friend shares it, that counts as 2 impressions. **Reach** refers to the number of people who see your content, while impression refers to the number of times the content is displayed.

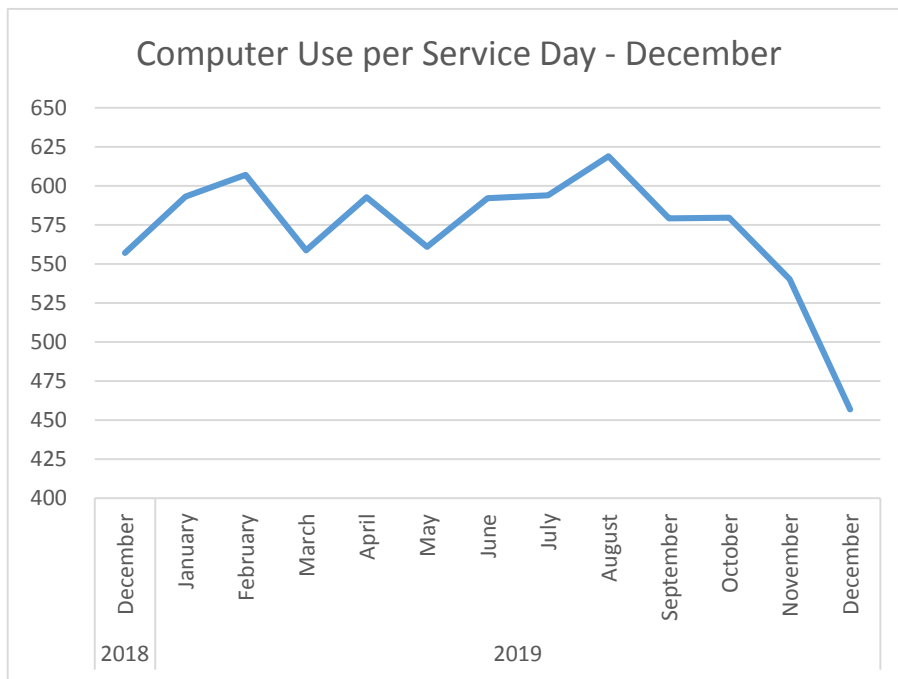
Monthly Door Counts Per Service Day

		TOTAL	Days Open	Per day Avg
2018	December	55,752	30	1,858
2019	January	59,508	29	2,052
	February	56,420	26	2,170
	March	68,748	31	2,218
	April	64,556	29	2,226
	May	65,726	30	2,191
	June	63,899	30	2,130
	July	76,333	30	2,544
	August	75,720	31	2,443
	September	65,936	28	2,355
	October	58,848	30	1,962
	November	55,086	27	2,040
	December	59,260	30	1,975



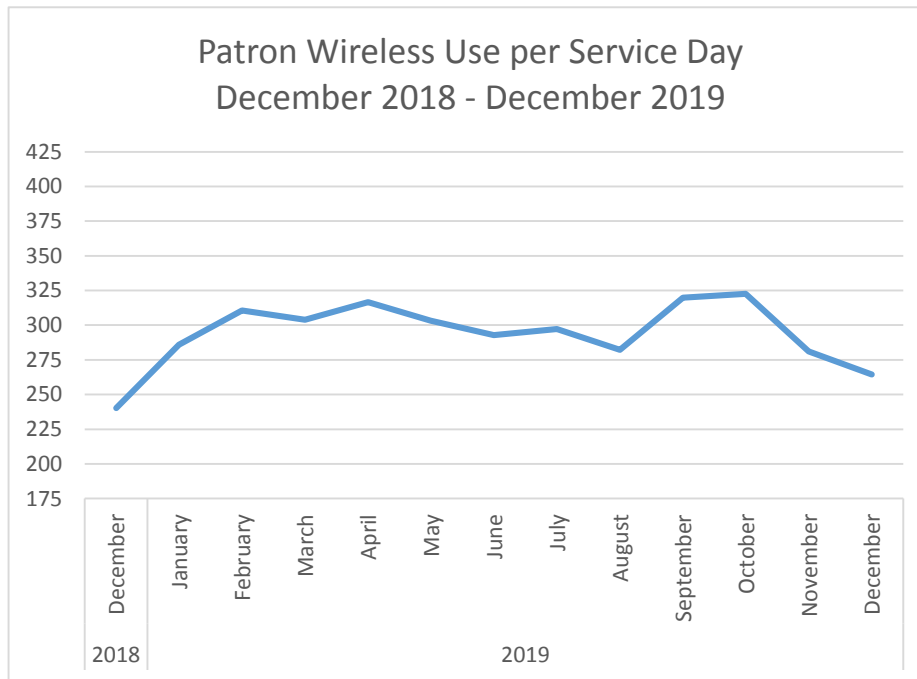
Computer Use Per Service Day - December

		TOTAL	Days Open	Per day Avg
2018	December	16,712	30	557
2019	January	17,203	29	593
	February	15,786	26	607
	March	17,324	31	559
	April	7,191	29	593
	May	6,831	30	561
	June	7,768	30	592
	July	7,821	30	594
	August	9,187	31	619
	September	16,222	28	579
	October	17,393	30	580
	November	14,049	26	540
	December	13,709	30	457



Patron Wireless Use Per Service Day - December

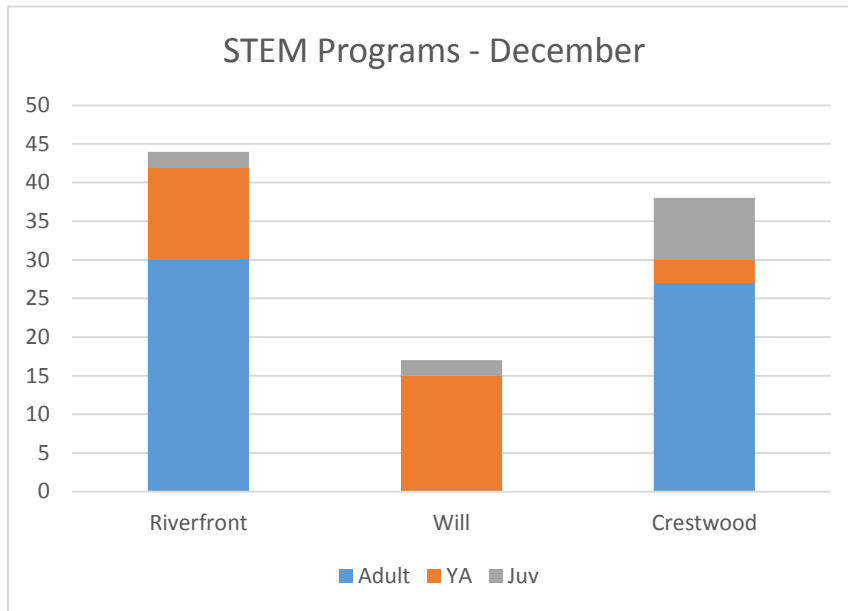
		TOTAL	Days Open	Per day Avg
2018	December	7207	30	240
2019	January	8292	29	286
	February	8074	26	311
	March	9420	31	304
	April	9179	29	317
	May	9097	30	303
	June	8786	30	293
	July	8917	30	297
	August	8751	31	282
	September	8957	28	320
	October	9680	30	323
	November	7587	27	281
	December	7937	30	265



STEM Programs - December 2019

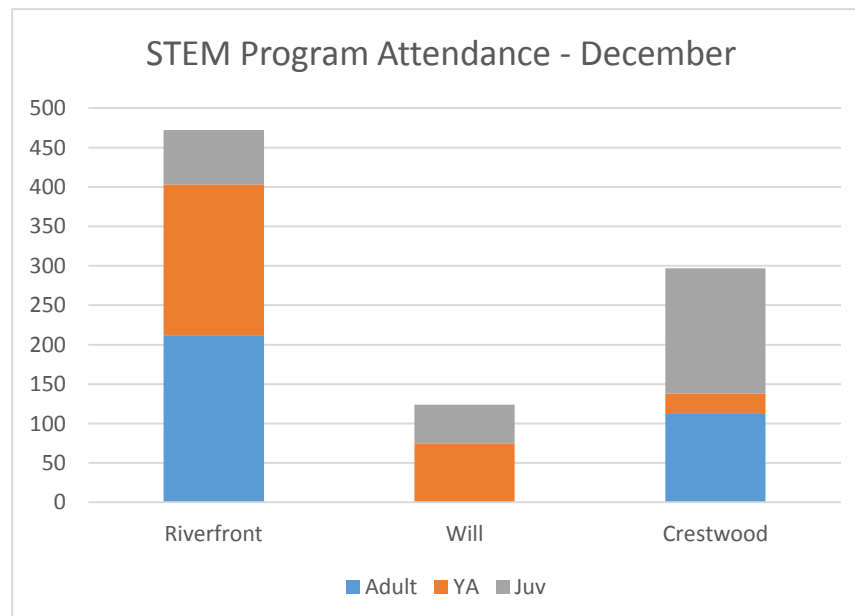
Sessions

	Adult	YA	Juv	Total
Riverfront	30	12	2	44
Will	0	15	2	17
Crestwood	27	3	8	38
Total	57	30	12	99



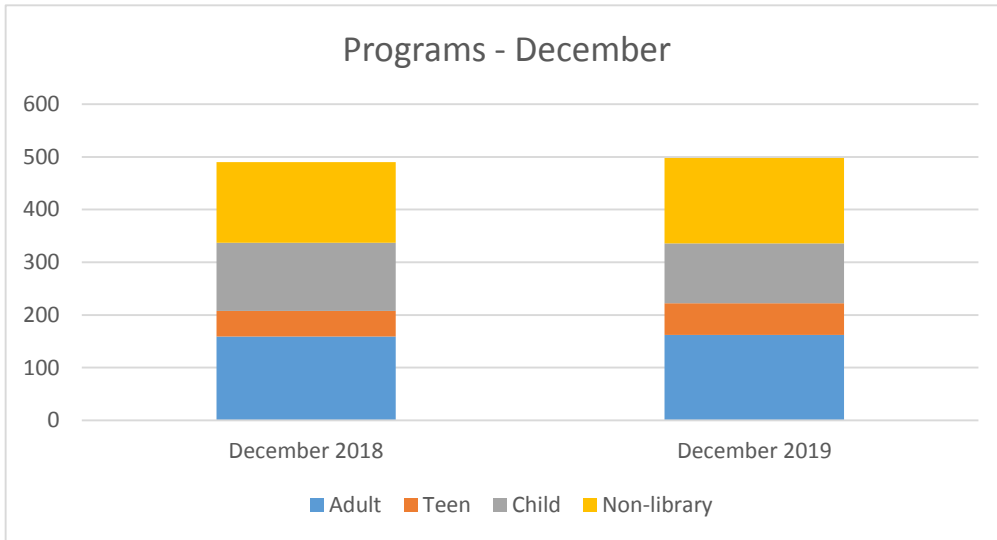
Attendance

	Adult	YA	Juv	Total
Riverfront	212	191	69	472
Will	0	75	49	124
Crestwood	112	26	159	297
Total	324	292	277	893



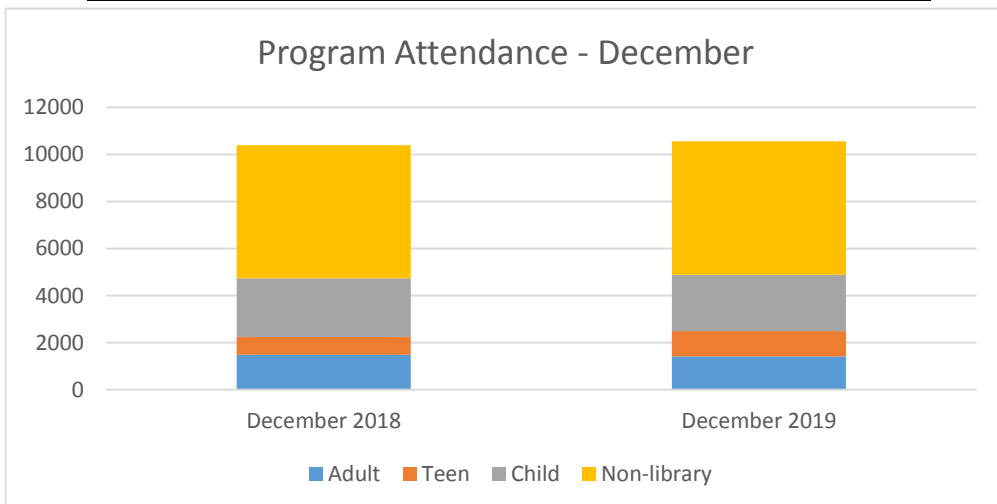
One-Year Comparison PROGRAMS

	December 2018	December 2019
Adult	159	162
Teen	49	60
Child	129	114
Non-library	153	162
Total	490	498



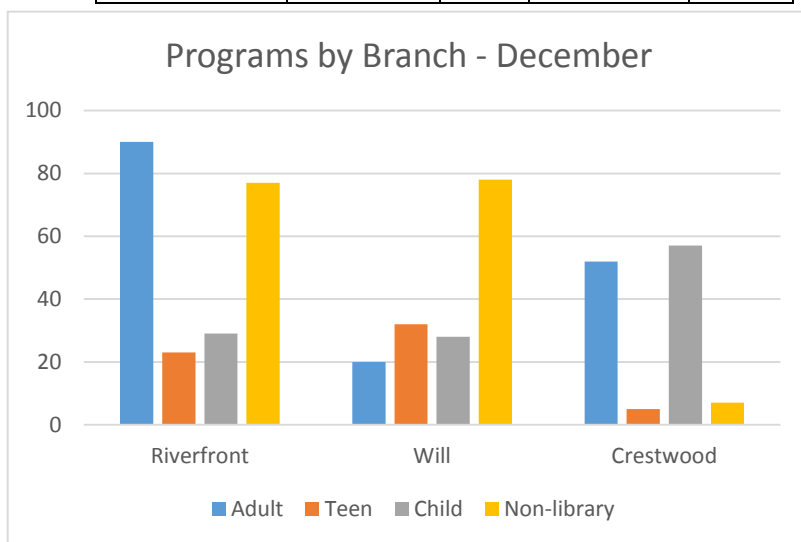
ATTENDANCE

	December 2018	December 2019
Adult	1478	1413
Teen	763	1078
Child	2486	2395
Non-library	5664	5673
Total	10391	10559

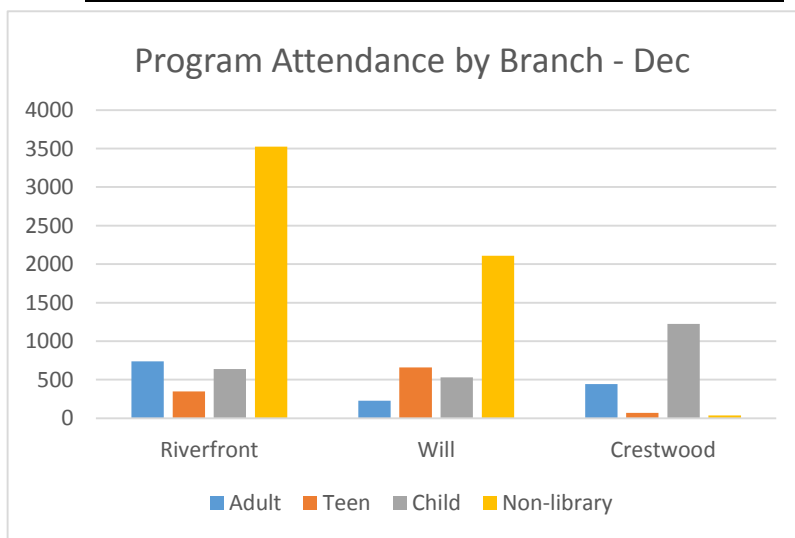


Yonkers Public Library Programs - December 2019

Number of Programs				
	Riverfront	Will	Crestwood	Total
Adult	90	20	52	162
Teen	23	32	5	60
Child	29	28	57	114
Non-library	77	78	7	162
Total	219	158	121	498



Attendance				
	Riverfront	Will	Crestwood	Total
Adult	739	229	445	1413
Teen	350	658	70	1078
Child	639	533	1223	2395
Non-library	3527	2109	37	5673
Total	5255	3529	1775	10559



**Yonkers Public Library
Riverfront Branch
ACTIVITIES REPORT - DECEMBER 2019**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Aapuntar y hacer clic	Adult	YES		2
2	AI & Music workshop	JUV			7
1	Alexander Technique Workshop	Adult			9
1	America Reads	JUV			67
1	Annual Christmas Ornament Making	JUV			47
1	Arch for Kids: Holiday Elf Home	JUV	YES		9
1	Art Stories for Family and Children	JUV			17
1	Ayuda con tecnologia	Adult	YES		0
2	Babies and Books	JUV			26
3	Baby Signing Time	JUV			48
1	Bilingual Storytime	JUV			9
1	Bingo Social	Adult			18
1	Brian White & Lebron Perry recording	Adult			3
1	Classic Movie Monday (Wonderful Life)	Adult			11
1	Dawnie Dew	JUV			10
1	Excel I	Adult	YES		3
1	First Thursday Gallery Hop	Y/A			19
1	Fitness Fun for Kids	JUV			35
1	Flores de Papel/Holiday paper flowers	Adult			10
2	Fun Family Films: CHRISTMAS BREAK-IN	JUV			19
1	Genealogy	Adult	YES		35
1	Gift Wrapping Basics	Adult			11
1	Gingerbread House Story & Craft	JUV			37
1	Holiday Crafts with Lolita	Adult			11
1	Holiday Science Show	JUV	YES		60
1	Internet basico	Adult	YES		2
1	Internet for beginners	Adult	YES		4
1	Introduction to 3D printing	Adult	YES		3
1	Introduction to Photoshop	Adult	YES		5
1	Introduction to Word	Adult	YES		3
1	iPad games for seniors	Adult	YES		0
2	Job search help	Adult	YES		27
2	Knitting/Crocheting/Coloring Workshop	Adult			26
1	Legorama	JUV			15
2	Literacy Solutions: Citizenship Classes	Adult			18
6	Literacy Solutions: ESOL & USCFI Multi- Level Classes	Adult			68
6	Literacy Solutions: ESOL & USCFI Beginner Classes	Adult			77
1	Literacy Solutions: Learning Center	Adult	YES		40
22	Literacy Solutions: Tutors	Adult			52
1	Melted crayon ornaments	JUV			11
5	Mixed Media Mondays	Y/A	YES		104
1	Movies: ELF	Adult			28
1	Movies: National Lampoon's Christmas	Adult			33
1	Movies: TOY STORY 4	Adult			21

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
1	6th Borough Film Collective: Monthly Meeting	4	
1	Andrus Community Services: Holiday Celebration	97	
1	Avon : Sales Meeting	80	\$75
1	Black Men Feel: Meeting	8	
1	Charminade Club of Yonkers	42	
1	Chi Eta Phi: Meeting	9	
1	City Of Yonkers : Council President Mike Khader's Office: Gingerbread House Extravaganza	130	
3	City Of Yonkers Planning Department : CDBG Grant Application Workshops	136	
1	Community Voices Heard: Community Planning	6	
1	Department of Public Service : Public Service Announcement	150	
2	Diamondz in the Rough Social Club	178	
1	Domestic Violence Program For Men	16	
1	Dominican Cultural Association of Yonkers : annual Toy Drive	550	
3	DORENEX: Coordinating Council for Dominicans Living Abroad	46	
2	Family Service Society of Yonkers (YES!) Program	35	
2	Family Service Society Of Yonkers : Kinship Program	12	
1	Family Service Society Of Yonkers: Client Holiday Event	86	
1	Feeding Westchester	13	
1	Greyston : Santa is Coming to the Garden (Toy Drive)	150	
4	Greyston Community Garden Enviro-Earth Club	124	
5	Hudson River Health Care: HIV/STD Prevention Program	55	
1	Kinetic Communities Consulting	28	\$75
1	Kingdom Lifeline NY	8	
1	LGBTQ Advisory Board	9	
1	Mexican American Small Business Ass. Of Yonkers	150	
1	Mile Stones with Love: Special Education Support Group	5	
3	MTA Explorer Program	48	
1	My Sisters Place : Immigration Counseling Clinic	31	
1	National Council of Negro Women	14	
2	NYCD16 Indivisible : Educational Forum on Healthcare	142	
1	Reach Prep - Outreach and Educational Access Program	36	
1	Read, Learn & Grow : Christmas Paint and Play	13	
1	SCORE (One on One Meeting)	3	
1	Score : Score Workshop	16	
1	Shaniqua & Friends (Art Gallery)	6	
2	Sister to Sister International - Steam Study Session	56	
1	Tamico Dancing Inc. : Christmas Show	250	\$400
1	The City Of Lord's Praise Temple	11	
1	The Revealing Of 12 Tribes of Israel	13	
1	Unplugged: Sister's Soiree	65	\$75
1	Vision LLC	9	\$25
1	Westchester County Probation Group	12	
1	Westchester Disabled On The Move - Access VR	13	
4	Westchester Jewish Community Services : Center Lane Planning Leadership Group	53	
1	Westchester Steelers : Meeting	4	
1	Yonkers African American Heritage Committee : Annual Kwanzaa	150	
1	Yonkers Fire Department - Contract Negotiations	9	

1	Yonkers Paddling & Rowing Club	18	
4	Yonkers Postal Employees Credit Union	24	
1	Yonkers Public Schools - Grandparent Caretakers Holiday Luncheon	52	
1	Yonkers Public Schools - High School Transition Fair	196	
1	YPIE - Yonkers Partners in Education Induction Ceremony	150	
1	Zamuta Association of Ghana: Meeting	6	\$25

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	77	3527
GRAND TOTAL PROGRAMMING	219	5255

**Yonkers Public Library
GRINTON I. WILL BRANCH
ACTIVITIES REPORT - DECEMBER 2019**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
4	Knitting/Crocheting Workshop	Adult			20
4	Bridge Club	Adult			40
3	String Instruments Group	Adult			17
6	Senior Benefit Information Center	Adult			20
1	Book Discussion	Adult			12
2	Friends of YPL-Male Glee Club & Pelham Lark School	Adult			120
1	Zumba for Teens & Adults	Y/A			6
1	Painting Class with Teresa	Y/A			19
15	Electronic Games	Y/A	YES		75
15	YA Groups ex AHRC, Another Step, Day Break	Y/A			558
4	Nursery Rhyme Time	JUV			52
4	Mother Goose	JUV			79
1	Lego Club	JUV	YES		22
1	Vet-2-Vet Animal Military Hero	JUV			1
1	Puppet Show	JUV			44
1	Mad Science Holiday Show	JUV			185
1	Arich for Kids-Dragons	JUV	YES		27
1	Bilingual Story Time	JUV			12
1	Hansel & Gretel Story & Gingerbread House	JUV			45
1	Montessori	JUV		Yes	21
12	Homework Helper	JUV			45

	Sessions	Attendance
Adult	20	229
Y/A	32	658
JUV	28	533
STEM	17	124
Class Visits	1	21

Total Regular Library Programming 80 1,420

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
5	Little Radical Theatrics	100	
1	Westchester Musicians	15	
4	Meditation Seminars with Indra	80	
1	National Council of Negro Women	30	
1	CTS Study Group	15	
1	Writers' Workshop	10	
3	Al-Anon	30	
1	Takara Condominium	40	35
8	Day Break	260	
1	Community Housing Initiative	50	
1	Parliamo Italiano	8	
1	SCORE	15	
1	LaLeche League of Yonkers	6	
1	Yonkers Historical Society	15	
1	Toastmasters	10	
1	National Association of Hispanic Nurses	8	
1	Enrico Fermi Scholarship Committee	10	
1	CSEA	30	
1	J & S Academy	150	
1	Montefiore School of Nursing	150	
3	All Stars Theater Group	300	250
1	NAMI	12	
2	City of Yonkers	20	
1	Empire Safety Driving Program	25	50
15	Little Learners - Parks Dept	350	
20	Senior Center-Parks Dept	370	

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	78	2,109
GRAND TOTAL PROGRAMMING	158	3,529

Yonkers Public Library Crestwood Branch -December 2019

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
4	News & Brews	Adult			84
4	PC Cruzin'	Adult	Yes		52
1	Sing Memorable Songs: Crestwood Crooners	Adult			7
4	Color at Crestwood	Adult			37
1	Tech Drop-In: 3-D Printing	Adult	Yes		9
1	Get Organized!	Adult			10
1	Tech Drop-In: Instagram Holiday Edition	Adult	Yes		20
1	Crestwood Reiki Experience	Adult			10
1	Relax and Restore Sound Meditation	Adult			10
1	Hand & Foot MELT Workshop with Lois Heitner	Adult			18
4	Yoga for Yogis	Adult			62
1	Mindful Mondays	Adult			10
2	Chair Yoga For Adults	Adult			16
1	Crestwood Fireside: Holiday Breakfast	Adult			55
1	Adult Reader's Theater	Adult			6
20	Help Desks	Adult	Yes		24
1	Tech Drop-In: Wellness Resources	Adult	Yes		7
3	Mediumship Message Circle	Adult			8
1	Crestwood Literary Lego Challenge	Juv	Yes		20
3	Minecraft Monday	Juv	Yes		35
1	Lego Ninjago Party	Juv	Yes		37
1	Holiday Card Making	Juv			36
1	Holiday Traditions From Around the World	Juv			22
1	Gingerbread Pirate Party	Juv			49
4	Crestwood Cinema	Juv			70
6	Music & Merriment	Juv			280
4	Saturday Chess @Crestwood	Juv			53
1	Holiday Hoopla w/ Wickity Stitch & Tibbits	Juv			36
1	Young Science Explorers: Hibernation	Juv	Yes		49
1	Saturday Storytime	Juv			35
1	Paws for Reading	Juv			22
1	Holiday StoryYoga	Juv			14
1	No Bake Program: Reindeer Treats	Juv	Yes		12
3	1000 Book Thursdays	Juv			55
3	Chess @Crestwood	Juv			34
1	Tech Drop-In: Kahoot & Online Games	Juv	Yes		6
11	Homework Helper	Juv			84
4	Storycraft	Juv			42
1	Nutcracker Story & Craft	Juv			45
1	Nutcracker Celebration & Craft	Juv			53
1	Crafternoon	Juv			17
1	Dance with Daphne	Juv			28

1	Try It Out Thursday: Fit and Fun	Juv			21
1	Children's New Year's Afternoon Party	Juv			45
1	New Year's Dance Party	Juv			23
3	Teen Tuesday	Y/A	Yes		26
1	YA Book Buzz	Y/A			36
1	Volunteens	Y/A			8

STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
38	297		

	<u>Sessions</u>	<u>Attendance</u>
Adult	52	445
Y/A	5	70
JUV	57	1223

Total Regular Library Programming 114 1738

RIVERFRONT LIBRARY QUARTERLY REPORT OCTOBER, NOVEMBER, AND DECEMBER 2019

The Riverfront Library is well positioned to impact our community and it continues to play an important role in the personal stories of our patrons. For some, it provides the spark that ignites a life-long love of reading, while for others, it's the repository of the information they need to take some significant step in life, whether they wish to start a business, to plan a wedding, to buy a first home, to prepare for retirement, or just to take a well-planned vacation. Every single day, we transform our patrons' lives. We do so, of course, through our books and other materials—empowering patrons also through various classes and programs --- but also through patrons' interactions with the members of our staff. There is a special connection that occurs when a patron is being heard and helped. (It can be something as simple as the welcoming smile felt by a patron who is just looking for a safe place to sit and rest.)

One of our regular patrons has shared with us the following appreciation of the Library's effect on her life: ***"I started using the library because I went back to school. I'm in the library every day. When I come in, I'm always welcomed with a beautiful smile and warm greetings, and always asked how I'm doing and if there is anything I might need help with.....I'm getting to build a personal relationship with staff and that keeps me coming back."***

Reference and Adult Service Department

The Reference and Adult Services Department continues to offer basic and intermediate computer instruction to the public, including classes on email, PowerPoint, Microsoft Word, and Excel. The staff also provides regular one-on-one training in the use of the online catalog and other databases available through the YPL website.

The Riverfront Library staff are always going the extra mile, making a positive impact on the community we serve. Anne Campbell received a beautiful email from a patron, thanking her for a small act of kindness, and John Favareau received an email thanking him for some recommendations that he made to a patron and that proved to be extremely helpful.

The Riverfront Library plays an integral role in the academic success of Yonkers students. In October, students from Yonkers High School who are enrolled in the school's International Baccalaureate Program attended various orientation workshops here in order to learn how the Library can assist them in meeting the requirements of the rigorous I.B. curriculum. And we wish to extend special thanks to part-time librarian Robin Osborne for overseeing the Teen Learning Center, a homework-help program for teens which provides them with access to laptops, tablets, homework resources, and Microsoft Windows applications.

October was Hispanic Heritage Month, and Arnaldo Torres, Elyse Schreiber, and Ana Gantzer worked diligently to organize a most successful Night of Salsa as well as a Tortillas for Tacos event.

Continuing to offer our patrons programs in genealogical research, Mary Robison most recently coordinated a special presentation by Meryl Schumacher about DNA testing and its role in family history research.

We are happy with the success that the job-search coach, Roseanne Amoils, continues to have, and we are especially gratified to learn that patrons have returned to thank her for the help that she's given them in securing employment.

Holiday cheer was spread by the staff with holiday movies and several programs, including *Gift-Wrapping*, *Holiday Crafts*, *Frosted Holders*, *Personalized Holiday Candles*, *Holiday Paper Flowers* and *the Giving Plate*. The talented Riverfront Library Knitting Group knitted red and green squares for the *Knit A Square* program this quarter. And Eileen Fusco organized the quarter's teen programs, including --as well as teen book giveaways and *Build the Oreo Cookie*--- a program on *New Year's Resolutions*.

Children's Department

Highlights of our Children's Department programs during the quarter include *Baby Signing Time*, *Fitness Fun for Kids*, and *Mad Science with Science Dad*, *the Legorama Club*, *the Kids' Halloween Costume Party*, *the STEM Leaf Painting*

program and the two STEM Workshops: *Stop Motion Animation and Hour of Code Challenge*. The Department also screened several films during the quarter, including *Toy Story*.

The weekly story time in the Children's Department continues to be popular. A charming new reading program for kids is Puppy Love Time, where the kids sign up to read to Cooper, an English sheepdog.

There were two school visits during the quarter. Students from Martin Luther King, Jr. Academy and the Cesar Chavez School came for library orientation and to sign up for library cards also.

Children's Department librarian Ralph Guida is a notary public and certified 161 notarizations during the quarter.

Community Engagement

The Library's outreach efforts during the quarter include our participation in the following community events: Oktoberfest 2019, the South Broadway BID's Tree Lighting, the YMCA's Basketball Anti-Bullying program, the Barnes & Noble Book fair, and the Untermeyer Performing Arts Council's Christmas Outreach. The Riverfront Library's role in all of these programs and others throughout the quarter is the reason why the Library is more than books.

Professional Development

The Riverfront Library staff continues to work hard to update their professional skills in order to improve their service to the public. The following meetings and workshops were attended by members of staff during the last quarter.

Arnaldo Torres and Elyse Schreiber attended the ComicCon convention at Manhattan's Javits Center. The ComicCon program displays the latest in comics, graphic novels, anime manga, video games and movies.

Mary Robison gave a talk and PowerPoint presentation, entitled Introduction to Genealogy Resources at the Riverfront Library, to the DeHaven on the Hudson seniors group at their Lunch and Learn December meeting.

Eileen Fusco attended the New York Library Association's annual conference, participating in many programs to keep her library skills up-to-date.

Ana Gantzer attended the 3rd annual Latino Culture and Identity Fair.

Christine Bitetti was interviewed for the November/December 2019 issue of Muse.

Aurora Cruz attended WLS's annual meeting, she also participated in the meeting of the Yonkers Reentry panel program.

Meetings attended during the quarter by the Branch Administrator include the meetings of the Yonkers Salvation Army Advisory Board, the Mayor's African American Advisory Board, the Barnes & Noble Book fair, Saint Peter's Daycare Advisory Board, the Homelessness Round Table, and the South Broadway BID Tree Lighting, as well as attendance at the Puerto Rico Heritage Day, a Kwanza celebration, and the Christmas Outreach program of the Untermeyer Performing Arts Council.

Many of our accomplishments of the past years in our stellar library system are due to Ed Falcone, our Director, and we owe him a tremendous debt of gratitude and wish him much happiness in his retirement.

We are grateful for the continued support of our patrons and the YPL Board of Trustees. We also wish to express our thanks to our elected officials, who view public libraries as integral to the quality of life in our community.

Sandy Ernest Amoyaw

Administrator, the Riverfront Library

CRESTWOOD BRANCH QUARTERLY REPORT - OCTOBER, NOVEMBER & DECEMBER 2019

It was a solid fall quarter for us. Our cozy library retains its place as the beloved historic heart of the community. Through the ebb and flow of the season, patrons have been in and out of the library to fulfill their recreational, education and information literacy needs. Joining our strong customer service oriented Crestwood Crew are part-time clerks Katie Ciriello and Daniela Ranallo. We bid adieu to part-time clerks Theodora Aina (her husband transferred out of state) and Michael Allen.

Head Custodian Russell Martinez is getting quotes for new windows and window treatments for our building. Minor but very helpful improvements included shampooing of the children's room rug, water fountain area scouting, and the hanging of indoor/outdoor seasonal decorations. Part-time Custodian Luis Barcelo continues to work hard to spruce up our building inside and out. IT improvements include Carlos Figueroa's November Staff Training on the new eVanced System and phase one of the WLS inventory on our network equipment in an ongoing project to improve network services.

Programming continues to be at the core of our commitment to serving our community in their literary journey of discovery, enjoyment and personal growth. People of all age ranges had an opportunity to participate in cultural exploration and celebration during the Hispanic Heritage, Italian Heritage, and Holiday Celebrations around the world programs this quarter. Once again, the library held court for trick or treaters as a stop on their route, a bathroom break, along with a chance to read a book/hear a Halloween story and create a Halloween Craft. We continue to help close the digital literacy gap via our technology program highlights including PC Cruzin' and Help Desks tailored to meet individual library patron needs, which has included assisting in personal memoir writing, job force re-entry and mastery of personal technology device use. Our most successful intergenerational program this quarter was our Super Mario Party (bringing digital and traditional literacy together) which was requested by one of our youngest library patrons. Our wellness offerings remain strong with weekly Yoga programs and expanded to include Yoga Nidra and the Children's StoryYoga. We restructured the Paws for Reading program to include some one on one reading time with Andy the therapy dog.

Crestwood Crew representation at Staff Development Day, the YPL Barnes & Noble December Book Fair and the Phase 3 Yonkers on the Move Mayor's Recognition Event at City Hall was strong. Library Trainee Justine Osterman continued her Queens College Library School courses and has been conducting successful Storycraft and 3-D Printing programs. Librarian I Philip Poggiali continues his LIU Human Resources coursework, has been conducting many technology Help Desks and has been working with the homeschooling community during our Friday art, science and writing enrichment programs.

Community Connections this quarter included overseeing local Boy Scout Sean Gaughan's Little Free Libraries project via the restocking of materials in the Little Libraries around Crestwood. In that same vein, we are supporting local Girl Scout Olivia Reduto in her Gold Award Project, "Building Better Bags" by collecting gently used books and cloth bags for redistribution. Rockefeller Preserve's Kim Costaldo continues to partner with us and offered a fascinating workshop on Tree Identification and Hibernation. Crestwood Historical Society held a meeting in November on the topic of "Researching the Castle Around the Corner: History, Memories, and NIGHTMARES in Sunnyside Park" with local Crestwood Freyer Family members co-presenting. Yonkers on the Move Phase 2 recognition ceremony was held at the library after one of our local Crestwood walks. Crestwood rose to the challenge and collected for the Mayor's Youth Advisory Board Food Drive and also the Pajama Stuff a Bus Program. Under my guidance and mentorship, local Yonkers Resident and Syracuse University MLIS Graduate Student Stephanie McGrail

completed observation hours and projects for her Reference and Information Literacy Service Course for which she obtained an “A” this semester. We are happy to help grow more local librarians!

Friends of Crestwood Library (FOCL) continue to meet monthly and provide co-funding and curation for programs. They successfully collected their 2018 Yonkers-East Yonkers Rotary Grant for \$750.00. Under the guidance of Kay Donohue and Pat Manning, the newsletter has been a regular monthly occurrence. Treasurer Lois Heitner continues to deal with IRS and 501c3 status with drive and dedication. Catherine McGibney has joined the FOCL Board as Homeschooling Liaison. Cathy Walsh continues to facilitate quality classical music programming opportunities, collaborating with Heidi Chisholm from Hackley School and Music Students from Sarah Lawrence College. FOCL sponsored the Holiday Breakfast that brought together staff from all three YPL Branches, trustees, friends, and community members and kicked off the holiday season with good vibes and cheer that ended the calendar year on a high note.

Selected Highlights of Branch Manager’s Professional Meetings and Activities during this period included:

October:

- 9: Night Callers Bronx Bats - Training at NYBG (on own time to assist with Science Homeschooling Program work)
- 10: Staff Development Day Committee Meeting at Riverfront Library
- 11: Not Just for YA Book Group Meeting Co-Moderating at Savor in The Westchester, White Plains
- 15: Yonkers on the Move Phase 2 Ceremony at Crestwood Library
- 16: MidwestTape Training at Will Library & OneBook Westchester Mtg at Westchester County Office (White Plains)
- 17: OneBook Westchester Mtg & Tour plus Ready to Read Baby & Me Webinar & Staff Mtg at Crestwood Library
- 18: Get it Done and Accomplish Goals: Work-Life Balance & Mindfulness Workshop Mercy College, Manhattan, NY
- 21: Friends of Crestwood Library Board Meeting, Board Member’s Home in Crestwood NY
- 22: YPS Paideia School 15 PTA Book Fair and Book Talks
- 23: WLS Stress Reduction Workshop at Greenburgh Library
- 29: Volunteer and Internship Fair, Sarah Lawrence College, Bronxville, NY

November:

- 7: Yonkers on the Move Conference Teleconference Call & Staff Development Day Committee Mtg at Will Library
- 7: OneBook Westchester Mtg at Westchester County Office (White Plains)
- 9: Friends of Crestwood Library Bake & Craft Sale, Crestwood Library
- 13: SEIU Union Meeting at Will Library & Friends of Crestwood Library Board Meeting, Crestwood Library
- 16: Crestwood Historical Society Meeting:” Researching the Castle Around The Corner” at Crestwood Library
- 16: WLA/WLS Mock Awards Planning Meeting, North White Plains, NY
- 19: eVanced Training with Carlos Figueroa, Crestwood Library
- 21: Westchester OneBook Press Conference, Crestwood Library
- 22: Staff Development Day, Grinton I Will Library

December:

- 6: Mayor’s Yonkers on the Move Phase 3 Recognition Ceremony, City Hall, Yonkers
- 9: OneBook Westchester Mtg at Westchester County Office (White Plains)
- 11: Friends of Crestwood Library Meeting at Board Member’s Home in Crestwood, NY
- 13: YPL Holiday Staff Party & SEIU Union Holiday Party
- 14: YPL Barnes & Noble Book Fair, Yonkers, NY
- 17: Department Heads Meetings AM at Grinton I Will Library & PM at Riverfront Library
- 19: Ed Falcone Retirement Surprise Party at Riverfront Library
- 27: Exit Lunch with Christian Zabriskie

Respectfully submitted, Z, Baird, Crestwood Library Branch Manager

Custodial Department
Quarterly Report
October, November, December 2019

Crestwood

In October Crown boiler repair performed an annual boiler tune-up. Also in late October my staff collected and stored at Will all the outdoor furniture. In early November Stanley Security was called to repair our alarm, they replaced a bad power transformer. A few days later the access and control panels went down, Stanley Security then determined the entire system needed replacing. Parts for the system have been ordered and will be installed ASAP. In this quarter Mr. Chimney performed a thorough chimney sweep.

Will

In October following the completion of the façade replacement, LJD Concrete Corp. was called in to replace an air handler retaining wall in the rear parking lot. Crown boiler performed an annual service to our number 2 boiler. They also repaired a leaking radiator. Mr. Chimney performed a thorough chimney sweep. Also this quarter Wayne Electric replaced two outside light fixtures.

Riverfront

This quarter my staff and I prepared the first floor computer room for upgrade, we removed all old furniture to the Yonkers dump. Then machine stripped the entire floor for waxing. Assisted with the installation of the new furniture and cubical.

Staff:
Nothing to report.

Russell Martinez
Supervisor of Custodians

IT Department Quarterly Report

Completed Projects

- **Index PDF Conversion-RIV Reference**
 - The Reference Department at Riverfront currently keeps an index of the Journal News and the Yonkers Rising from various years starting from 2004 and both indexes can now be electronically accessed by staff members through the staff wiki and will be available to the public by January 17th via the library website.
- **VHS Conversion station**
 - A new VHS conversion station has been set up at the Will Branch in the Oral History room. Michael Walsh from the Reference Department is handling the conversions and will be the point of contact for the staff and public.

Ticket System

The IT department at the library is currently using a ticketing system to keep track of work that each technician is assigned. The tickets can range from general help desk calls to repairs of various types. Below is the department count:

Tickets resolved	486
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Ongoing Projects

- **Windows 10\Windows Server Migration**
 - We are coordinating a migration to the latest Windows operating systems for our public and staff desktops and servers. Windows has announced that the cutoff date for technical assistance and software updates for Windows 7 is January 14th 2020, though they will keep releasing security updates as needed.

Best Regards,

Carlos Figueroa

Yonkers Public Library - Graphics Department Quarterly Report: October-December, 2019

YONKERS PUBLIC LIBRARY

Thanksgiving Closings (signs)
Holiday Closings (signs)
Staff Development Day Closings (signs)
Programs & Events - November 2019, December, January (calendars)

RIVERFRONT LIBRARY

Director's Office

Early Voting (fliers, posters)

Deputy Director's Office

Staff Development Day (brochures)

Branch Administrator's Office

Barnes & Noble Bookfair (fliers, posters, bookmarks, Flickr)

Circulation Dept.

#0001 Library Card Sign-Up (stockforms)
#2013 Part-Time Time Sheets (stock forms)
Holiday Music (sign)
Newspapers (stockforms)

Children's Department

Legorama Club, November (fliers, poster, Flickr)
STEM: Simple Machines (fliers, poster, Flickr)
Thanksgiving Story & Craft (fliers, poster, Flickr)
Fun Family Films, November (fliers, poster, Flickr)
Fitness Fun for Kids, November (fliers, poster, Flickr)
Charlie Brown Thanksgiving (fliers, poster, Flickr)
Puppy Love Time (fliers, posters, Flickr)
Holiday Science Show (fliers, poster, Flickr)
Christmas Ornaments (fliers, posters, Flickr)
Gingerbread House Story & Craft (fliers, posters, Flickr)
Arch For Kids: Holiday Elf Home (fliers, posters, Flickr)
Fitness Fun, December (fliers, posters, Flickr)
Legorama, December (fliers, posters, Flickr)
Fun Family Films, December (fliers, posters, Flickr)
STEM: Wind Power (fliers, poster, Flickr)
The Snowy Day Story & Craft (fliers, poster, Flickr)
Winnie the Pooh Storytime (fliers, poster, Flickr)
National Popcorn Day (fliers, poster, Flickr)
Legorama Club, January (fliers, poster, Flickr)
National Puzzle Day (fliers, poster, Flickr)

Young Adult Department

Feature Films, November (fliers, poster, Flickr)
Holiday Craft (fliers, posters, Flickr)
Master the Regents (bookmarks)
Teen Learning Center (fliers, poster, Flickr)
Holiday Classic Movies (fliers, poster, Flickr)
Feature Films, December (fliers, poster, Flickr)
Teen Holiday Fun (fliers, poster, Flickr)
Graphic Novel Book Club (fliers, poster, Flickr)
Holiday Book Giveaway (fliers, poster)
Feature Films, January (fliers, poster, Flickr)

Reference/Adult

Tech Central, November (fliers)
Riverfront Book Club, November (fliers, poster, Flickr)
Alexander Techinque (fliers, posters, Flickr)
Tech Central, December (fliers)
Museum Passes (fliers)
The Mouse (fliers)
Gift Wrapping Basics (fliers, posters, Flickr)
Knit or Crochet for the Holidays (fliers, posters, Flickr)
Holiday Paper Flowers, English/Spanish (fliers, posters, Flickr)
Holiday Crafts, English/Spanish (fliers, posters, Flickr)
Evening Book Club, January (fliers, poster, Flickr)
Black History Month: The Music of Motown (fliers, poster, Flickr)
Tech Central, January (fliers)
#2013 Part Time Time Sheets (stock forms)
Riverfront Library Book Club (fliers, poster, Flickr)

Tech Central

Classic Movie Monday (fliers, Flickr)
STEM, November (fliers, Flickr)
Crafts for Adults (fliers, Flickr)
Stop Motion Animation (fliers, posters, Flickr)
Travel the World using VR (fliers, posters, Flickr)
Stop Motion Animation (fliers, posters, Flickr)
STEM, December (fliers, posters, Flickr)

Riverfront Art Gallery

imMIGRATION (fliers)
Art Stories, Romare Bearden (fliers)
Meet the Artist, November (fliers)
imMIGRATION Artists Speak (fliers)
Neo Society Fashion Show (fliers)
December Workshop (fliers)

Yonkers Public Library - Graphics Department Quarterly Report: October-December, 2019

GRINTON I. WILL BRANCH

Branch Administrator's Office

#2013 Part Time Time Sheets (stock forms)

Children's Department

Lego Club, October-December (fliers, poster, Flickr)
Tree Houses (fliers, poster, Flickr)
Thanksgiving Story & Craft (fliers, poster, Flickr)
Hansel & Gretel Story & Craft (fliers, poster, Flickr)
Wonderspark Puppets: Goldilock & the Three Bears (fliers, poster, Flickr)
ArchforKids: Dragon Dens & Fairy Cottages (fliers, poster, Flickr)
Holiday Science Show (fliers, poster, Flickr)
Piñata Workshop (fliers, poster, Flickr)
Bilingual Storytime, January-June (fliers, poster, Flickr)
Happy Birthday Tin Tin (fliers, poster,s, Flickr)
Polka Party (fliers, posters, Flickr)
Winter Story & Craft (fliers, posters, Flickr)
Winter Picture Bingo (fliers, poster, Flickr)
Lunar New Year (fliers, poster, Flickr)

Young Adult Department

Salsa Dance Workshop (fliers, posters, Flickr)
Painting with Teresa (fliers, posters, Flickr)

Adult/Fine Arts Department

Movie of the Month, November (fliers, poster, Flickr)
Will Movies, November (fliers, poster, Flickr)
Will Movies, December (fliers, poster, Flickr)
Will Book Club, December (fliers, poster, Flickr)
Movie of the Month, December (fliers, poster, Flickr)
Will Movies, January (fliers, poster, Flickr)
Will Movies, February (fliers, poster, Flickr)
Will Book Club, January (fliers, poster, Flickr)
Art Film, January (fliers, poster, Flickr)
Art Film, February (fliers, poster, Flickr)
Back to the Bronx (fliers, poster, Flickr)

Reference Department

Resume Writing Help (fliers)
Cyber Attacks and ID Theft (fliers, posters, Flickr)
Yonkers Veterans (fliers)

CRESTWOOD BRANCH

Crestwood Computing, December (fliers)
Crestwood Computing, January (fliers)

FRIENDS OF THE YONKERS PUBLIC LIBRARY

November Events (fliers, poster, Flickr)
December Events (fliers, poster, Flickr)

Mario Pereira



TECHNICAL PROCESSING DEPARTMENT
QUARTERLY REPORT
OCTOBER, NOVEMBER, DECEMBER 2019

Tech. Processing continued ordering, cataloging, processing, and linking materials for patron use during this quarter.

Some of the issues with Evergreen, B&T, and WLS have been resolved. This makes it easier for departments to place orders processed by B&T and have them arrive processed, linked and shelf ready as they had been in the past. This is only for new orders. Anything ordered before November will still have to be linked in house if B&T processed the item. Hopefully this will all straighten out as the orders continue into the New Year.

Tech. Processing provides monthly budget balances for each department so that they can reconcile their orders and allotments. All departments use these monthly budget allotments to order their new materials.

Our department answers any questions that Librarians and staff may have about their orders or vendors. We provide whatever information is needed and try to accommodate all requests.

Mary DiChiara
Technical Processing Dept.

BOOK STOCK

For the Month of DECEMBER 2019

RIVERFRONT LIBRARY	2019	2018
Number of volumes at end of previous month	151,766	
Number of volumes added this month	718	
TOTAL	152,484	
Number of volumes lost/withdrawn this month	1,355	
TOTAL VOLUMES RIVERFRONT LIBRARY	151,129	152,480

GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	147,576	
Number of volumes added this month	771	
TOTAL	148,347	
Number of volumes lost/withdrawn this month	482	
TOTAL VOLUMES GRINTON I. WILL BRANCH	147,865	132,424

CRESTWOOD BRANCH		
Number of volumes at end of previous month	26,740	
Number of volumes added this month	236	
TOTAL	26,976	
Number of volumes lost/withdrawn this month	25	
TOTAL CRESTWOOD BRANCH	26,951	24,956

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	325,945	309,860
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