



# BOARD OF TRUSTEES

### **MONTHLY MEETING**

Thursday, February 16, 2023

Riverfront Library One Larkin Center Yonkers, NY 10701

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# YONKERS PUBLIC LIBRARY AGENDA FOR MONTHLY BOARD MEETING FEBRUARY 16, 2023 RIVERFRONT LIBRARY

#### **MINUTES**

[ACTION ITEM] Approve Minutes of Annual Meeting on January 19, 2023.

#### MANAGEMENT REPORT

#### UNION REPRESENTATIVE'S REPORT

**WLS REPORT** 

#### PERSONNEL REPORT

#### [ACTION ITEM]

Ratify the following appointments: Sullivan, Juan, P/T Page, \$15.00/hour, eff. 12/23/2023 Okang, Samuel, P/T Page, \$15.00/hour, eff. 1/20/2023

Acknowledge the following terminations: Ahmad, Ismail, P/T Page, \$15.00/hour, eff. 1/7/2023 Andrews, Carl, P/T Librarian I, \$21.00/hour, eff. 1/7/2023 Aponte, Jacob, P/T Page, \$15.00/hour, eff. 1/7/2023 Byrne, Patricia, P/T Librarian I, \$21.00/hour, eff. 1/7/2023 Cavcedo, Isis, P/T Page, \$15.00/hour, eff, 1/7/2023 Ciriello, Kathleen, P/T Page, \$15.00/hour, eff. 1/7/2023 Figura, Jon-Joseph, P/T Page, \$15.00/hour, eff. 1/7/2023 Kiryako, Steven, P/T Page, \$15.00/hour, eff. 1/7/2023 McCants, Mia, P/T Page, \$15.00/hour, eff. 1/7/2023 McFadden, Janesse, P/T Page, \$15.00/hour, eff. 1/7/2023 Mills, Ashley, P/T Page, \$15.00/hour, eff. 1/7/2023 Newman, Linda, P/T Page, \$15.00/hour, eff. 1/7/2023 Olaya, Clara, P/T Page, \$15.00/hour, eff. 1/7/2023 Parris-Hines, Anja, P/T Librarian I, \$15.00/hour, eff. 1/7/2023 Thompson, Georgette, P/T Page, \$15.00/hour, eff. 1/7/2023 Tomkin, Claire, P/T Page, \$15.00/hour, eff. 1/7/2023 Torres, Melissa, P/T Page, \$15.00/hour, eff. 1/7/2023 Torres-Valencia, Yesceli, P/T Page, \$15.00/hour, eff. 1/7/2023 Turner, Renieka, P/T Page, \$15.00/hour, eff. 1/7/2023 Ward, Natique, P/T Page, \$15.00/hour, eff. 1/7/2023 Wilson, Shannon, P/T Page, \$15.00/hour, eff. 1/7/2023 Harber, Sophia, P/T Page, \$15.00/hour, eff. 1/7/2023 Green-Arias, Mya, P/T Page, \$15.00/hour, eff. 1/23/2023 Griffith, Scott, P/T Librarian I, \$15.00/hour, eff. 1/23/2023

Mejia, Diana, P/T Page, \$15.00/hour, eff. 1/23/2023 Touba, Danielle, P/T Page, \$15.00/hour, eff. 1/23/2023 Ayedun, Ayomide, P/T Page, \$15.00/hour, eff. 1/23/2023

#### **COMMITTEE REPORTS**

Finance, Budget & Planning- Jannetti (chair), Puglia

**Employee Relations** – Puglia (chair), Phelan

**Buildings & Grounds** – Daily (chair)

Policy -

Fundraising & Development – Jannetti (chair)

Foundation Update

#### **RATIFY PAYMENT OF BILLS**

[ACTION ITEM] Schedules #848

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

Update on Sarah Lawrence College Community Engagement partnership through the Mellon Foundation

Rebranding update

#### **EXECUTIVE SESSION**

#### **NEXT MEETING DATE**

Thursday, March 16, 2023 at Will Library

#### YONKERS PUBLIC LIBRARY ANNUAL BOARD MEETING GRINTON I. WILL LIBRARY JANUARY 19, 2023

#### **ATTENDANCE**

TRUSTEES: Nancy Maron

Joseph Puglia Stephen Jannetti John A. Daily Jr.

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: Patricia Duggan

The Board Meeting began at 7:02 pm. Director Montero presided until the Election of Officers for 2023.

#### **MINUTES**

On motion of Trustee Puglia, seconded by Trustee Maron and unanimously carried, the Board approved the Minutes of the Meeting of December 15, 2022.

#### **ELECTION OF OFFICERS FOR 2023**

Nominating committee chair Trustee Puglia presented a slate of candidates to serve as officers for 2023: for President, Nancy Maron; for Vice President, Joseph Puglia; for Treasurer, Stephen Jannetti. With no other nominations or objections from the floor, those nominees were elected by acclamation. The Board congratulated the elected officers. President Maron continued to chair the meeting. The elected officers briefly explained the roles of their office.

Following the election, President Maron welcomed the Board's newest trustee, John A. Daily Jr. Trustee Daily introduced himself as a parent of Yonkers Public Schools students and lifelong Yonkers resident with a professional background in software engineering. He was excited to begin his public service in Yonkers.

#### MANAGEMENT REPORT

Director Montero reported that Yonkers Public Library had recently applied for a Community Development Block Grant (CDBG) for public facilities improvement. CDBG is a federally funded program that is available to institutions in low-to-moderate income communities, which Riverfront Library serves. If awarded, funds would be used to finance the Riverfront Welcome Center project (Centro de Bienvenido). The welcome center would be located on the first floor and would feature new paint and lighting, new book displays and bilingual signage. Director Montero hoped the enhancements would improve wayfinding, discovery and accessibility for patrons. He noted this year's request was \$50,000, more than what YPL has traditionally requested in the past.

Director Montero updated the Board on several new audio and visual upgrades to the auditoriums at Riverfront and Will Library. In consultation with Sound Associates, YPL installed new projectors, channel mixers, wireless speakers and sound management system at both auditoriums. He noted that new LED lighting would be installed as well. He expected the upgrades would enhance concerts and other live performances and hoped to renovate fully the Pincus Auditorium at Will in the future.

Director Montero presented a demonstration of the new website. He noted that it was not live yet but hoped that it would be a big improvement on the present website, which featured difficult calendar and meeting room management. Staff is presently in the process of uploading content to the site and is tentatively scheduled to go live on April 18. Director Montero and trustees discussed the functionality of the calendar, room reservations, databases and digital resources, and the catalog.

Assistant Director Porteus announced that Angel Castro was recently hired as the new marketing manager. Mr. Castro comes from the Downtown Waterfront BID and has extensive experience in the community. He is scheduled to begin February 21. Assistant Director Porteus explained the interview process and the evolution of the position and its responsibilities, which previously included herself and Rose Aviles. She added that the new position would be management. The Board was pleased with the growth and professionalization of new positions.

#### **UNION REPRESENTATIVE'S REPORT**

Representative Neider expressed the Union's concern with the transfer of vacancies at Will to other locations at Yonkers Public Library; management disputed this characterization, stating several positions have been filled at Will and the system overall is at a net positive in staffing. President Maron asked that specific Union concerns be communicated to the Board in advance as an agenda item if a matter required their attention.

Representative Neider also expressed the Union's frustration with a lack of respect in communication from management and the addition of a new non-union marketing manager position, which he believed features many responsibilities previously held by union members; management maintained that there were significant differences between the two positions. The Board suggested a report of personnel attrition over time and a discussion on overall staffing strategy at a future meeting; he stated that management does not provide such a report. He left the meeting at 7:46 pm.

#### **WLS REPORT**

Trustee Puglia reported that the next WLS meeting would be held on January 31 and that he would serve on the Education Committee of the WLS Board of Trustees. He briefly discussed that his role on this committee would be to educate and prepare new trustees to the Board.

#### PERSONNEL REPORT

On motion of Trustee Jannetti, seconded by Trustee Puglia and unanimously carried, the Board acknowledged the following terminations:

Flores, Valentina, P/T Page, \$15.00/hour, eff. 12/19/2022 Acocal Garcia, Diana, P/T Page, \$15.00/hour, eff. 12/21/2022 Muckelvaney, Hazel, Custodial Worker, \$55,202.00/year, eff. 12/28/2022 (retirement)

#### **COMMITTEE REPORTS**

President Maron described the roles of each of the committees and made the following appointments:

Finance, Budget & Planning - Trustee Jannetti (chair), Trustee Puglia

Employee Relations – Trustee Puglia (chair), Trustee Duggan

**<u>Buildings & Grounds</u>** – Trustee Daily (chair)

Policy -

Fundraising & Development - Trustee Jannetti (chair).

Foundation Update: President Maron reported that the Foundation recently concluded its annual fundraising campaign and was pleased to announce that it raised nearly \$18,000 and resulted in many new donors. The Board also discussed membership strategies.

#### **PAYMENT OF BILLS**

On motion of Trustee Jannetti, seconded by Trustee Puglia and unanimously carried, the Board approved payment of bills as listed on Schedule #847.

On motion of Trustee Jannetti, seconded and unanimously carried, the Board voted to designate Trustee Puglia to certify claims for payment in the absence of the Treasurer and the President.

#### **UNFINISHED BUSINESS**

NONE

#### **NEW BUSINESS**

**NONE** 

**NEXT BOARD MEETING DATE** – Thursday, February 16, 2023 at 7:00pm at Riverfront Library.

On motion of Trustee Jannetti, seconded by Trustee Puglia and unanimously carried, the meeting adjourned at 8:35 pm.

Jesse Montero Library Director & Secretary

SCHEDULE: 848

## Yonkers Public Library Bill List January 2023

Vendor	Name	<b>Description</b>	<b>Date</b>	<b>Amount</b>
CAPITAL FUNI	DS			
GOVCONNECTION	, INC.	MIDLE THROW LENS	1/12/2023	1,004.44
GOVCONNECTION	, INC.	LASERJET ENT M507N	1/12/2023	1,070.00
GOVCONNECTION		MIDDLE ZOOM 4LENS FOR PRO	1/12/2023	1,256.70
GOVCONNECTION	, INC.	MICROSOFT SURFACE PRO 8	1/12/2023	5,525.88
GOVCONNECTION	, INC.	PROJECTOR-WILL AUDITORIUM	1/12/2023	11,054.46
H & C TRUCK REPA	AIR	SNOW PLOW/BLADES/LIGHT KIT	1/12/2023	4,978.00
SCHOOL OUTFITTE		MOBILE HEX COLLABORATIVE TABLE	1/12/2023	1,359.52
SCHOOL OUTFITTE		LAMINATE LIBRARY TABLES	1/31/2023	4,197.19
SCHOOL OUTFITTE		SEATING CUBES	1/27/2023	5,526.56
SCHOOL OUTFITTE	ERS	MOBILE STACK CHAIRS W/OUT ARMS	1/12/2023	8,207.52
SWEETWATER		DIGITAL RACK MIXER SYSTEM	1/12/2023	1,884.49
TOTAL				46,064.76
CONTRIBUTIO	NS FUNDS			
AMERICAN EXPRE	SS	NETWORK SOLUTIONS & INTERESTS	1/31/2023	19.81
AMERICAN EXPRE		ART WEST BOOT CAMP	1/18/2023	36.19
AMERICAN EXPRE		NETWORK SOLUTIONS & INTERESTS	1/4/2023	66.81
BELLA VISTA DEL	I	BOARD MEETING 1/19/2023	1/25/2023	182.00
BITETTI, CHRISTIN	TE .	REIMB EXP: IT CONFERENCE	1/31/2023	761.95
CAMPOVERDE, AN	IGELICA	PROG:HOMEWORK HELPER-RIV	1/4/2023	337.50
CAMPOVERDE, AN	IGELICA	PROG:HOMEWORK HELPER-RIV	1/18/2023	375.00
CAMPOVERDE, AN	IGELICA	PROG:HOMEWORK HELPER-RIV	1/31/2023	382.50
FECHER E-RYT, LO	UISE	PROG:YOGA CLASSES ON ZOOM	1/11/2023	150.00
FIGUEROA, CARLO	OS	REIMB EXP:CASH SEL-CK KIOSK	1/31/2023	80.00
FIGUEROA, CARLO	OS	REIMB EXP:IT CONFERENCE	1/31/2023	771.00
GAYLORD ARCHIV	/AL	STORAGE CARTON & TABS	1/11/2023	765.00
GOVCONNECTION	, INC.	TONER	1/4/2023	362.78
HAWKINS, SARAH		PROG:HOMEWORK HELPER-CREST	1/25/2023	315.00
HAWKINS, SARAH		PROG:HOMEWORK HELPER-CREST	1/4/2023	540.00
LE HEALTH, INC.		PROG:YOGA FOR YOGIS ON ZOOM	1/11/2023	450.00
MERLO ROSALES,		REIMB EXP:TRAFFIC VIOLATION TKT	1/11/2023	65.00
NEPPERHAN COM	MUNITY CENTER	TICKETS-MARTIN LUTHER KING	1/4/2023	385.00
NYLA		MEMBERSHIP-TARA SOMERSALL	1/31/2023	135.00
PEREIRA, TERESA		PROG:ONLINE ART WORKSHOP	1/31/2023	125.00
PORTEUS, SHAUNA	A	REIMB EXP:GALLERY HOP	1/18/2023	1,121.11
PROJECTME LLC		PROG:YOGA ON ZOOM	1/11/2023	675.00
SYNERGESTIC FIT		PROG:SENIOR FITNESS VIA ZOOM	1/11/2023	350.00
TORRES, ARNALDO		REIMB EXP:SARAH LAWRENCE	1/18/2023	89.25
	UPPLY SPECIALISTS	CHROME MOBILE SHELVING	1/18/2023	407.33
TOTAL				8,948.23
GRANTS				
ALINA ARONSKY,	LLC	PROG:ZOOM PILATES WLS	1/11/2023	75.00
BUDGET BLINDS C		SOLAR & ROLLER SHADES	1/12/2023	3,240.00
FRANCO, VALERIE		ART LECTURE-METRO	1/12/2023	150.00
MONTOYA, CHARI		PROG:FITNESS-WLS	1/11/2023	100.00
PAPPA, MICHAEL		PROG:FITNESS ON ZOOM-WLS	1/11/2023	100.00
REILLY, SHANNON	Ţ	PROG:VIRTUAL YOGA WLS	1/11/2023	225.00
THRIVE REIKI, LLC		PROG:ZOOM MINDFULNESS-WLS	1/11/2023	100.00
TOTAL				3,990.00

		Amount
	spring water River spring water	122.00 113.50
Total Abbey Ice & Spring Water	_	235.50
01/25/2023 11323AE-AMAZON 9 01/25/2023 11323AE-AMAZON 9	software supplies/materials supplies/materials supplies/materials	134.00 96.94 123.39 540.89
Total American Express		895.22
Amoils, Roseanne 01/09/2023 105 j	job coach 12/7-12/	855.00
Total Amoils, Roseanne		855.00
Aramark 01/30/2023 25222383	boots, jacket, glov	250.85
Total Aramark		250.85
Arch For Kids 01/12/2023 499	children's program	200.00
Total Arch For Kids		200.00
Avila, Teresa 01/09/2023 VR20	English & Spanish	200.00
Total Avila, Teresa		200.00
Baby Fingers LLC 01/25/2023 4 WINTER 2023	Creative Sign Lang	175.00
Total Baby Fingers LLC		175.00
Baird, Zahra 01/30/2023 1-25-23	reimbursement NN	116.12
Total Baird, Zahra		116.12
01/12/2023 4370770 01/25/2023 4372835	materials materials materials materials	199.39 456.61 101.57 1,616.98
Total Barnes & Noble		2,374.55
Blackstone Publishing 01/12/2023 2078656	materials	41.60
Total Blackstone Publishing		41.60
	unarmed security unarmed security	12,122.50 18,856.50
Total Blue Shield Security & Protection Inc.		30,979.00
Brodart 01/12/2023 616114	cd binder cases	4,291.00
Total Brodart		4,291.00
	internet 12/1-12/31 phones 12/1-12/31/	4,439.61 3,778.30
Total Cablevision Lightpath	-	8,217.91

Date	Num	Memo	Amount
Cablevision Optim 01/12/2023 01/12/2023 01/27/2023	07803065546JAN23 07803544469JAN23 07803550279FEB23	cable box 1/8-2/7/23 cable boxes 1/1-1/ internet/phones 1/	8.40 16.80 141.48
Total Cablevision	Optimum		166.68
Candid-Foundatio 01/25/2023	n Center I-0000175146	Funding info netwo	2,995.00
Total Candid-Four	ndation Center		2,995.00
Cengage Learning 01/09/2023	79778250	subscription 12/16	4,240.65
Total Cengage Le	arning		4,240.65
Citadel Pest Contr 01/27/2023	rol 4644	pest treatment	200.00
Total Citadel Pest	Control		200.00
Con Edison (Cons 01/25/2023	olidated Edison) 5909214217JAN23	gas 12/1-12/30/22	181.30
Total Con Edison	(Consolidated Edison)		181.30
Crown A/C Heat 8 01/12/2023 01/25/2023	Power 9617 9621	cleaned fireside of transformer/relay t	450.00 482.65
Total Crown A/C H	leat & Power	_	932.65
Crown Janitorial 01/30/2023	813006-1	janitorial supplies	2,033.26
Total Crown Janit	orial		2,033.26
Demco 01/09/2023 01/12/2023 01/12/2023	7238352 7239107 7239472	classification labels wire easels book jackets, book	27.03 76.32 707.41
Total Demco			810.76
DPW PASNY 01/18/2023 01/18/2023 01/25/2023 01/25/2023	Nov-22 Nov-22 Dec-22 Dec-22	electric charges electric charges electric charges electric charges	9,822.29 924.62 6,977.68 528.88
Total DPW PASNY	,		18,253.47
Ebsco 01/30/2023 01/30/2023 01/30/2023 01/30/2023 01/30/2023	1000199023-1 2301441 2301442 2301443 2301605	Learning Express credit materials credit materials credit materials materials	5,250.00 -14.40 -16.80 -155.00 41.38
Total Ebsco			5,105.18
Five Star Equipme 01/25/2023	ent R64622	orbio generator m	495.00
Total Five Star Eq	uipment	_	495.00
Fredi B. Design 01/27/2023	010623	website maintenan	390.00
Total Fredi B. Des	ign		390.00
Fun Express LLC			

Date	Num	Memo	Amount
01/30/2023	722346946-01	children program s	269.05
Total Fun Express	LLC		269.05
Fusco, Eileen 01/09/2023	010323EF	reimbursement tee	59.67
Total Fusco, Eilee	n		59.67
GovConnection			
01/09/2023	73611895	HP toner cartridges	2,295.61
01/09/2023 01/09/2023	73611898 114.32	3D blu-ray player crucial 8GB ram m	341.34 114.32
01/09/2023	73616447	toner cartridges fo	2,520.14
01/09/2023	73616448	floor stand chargin	929.24
01/09/2023	73616463	wall mount rack	502.21
01/27/2023	73639195	chargetech power	464.62
01/27/2023	73655543	surge protectors	671.40
01/27/2023	73655544	toner cartridges	726.96
01/27/2023	73659157	storage drawer	78.89
01/27/2023	73659166	toner cartridges	1,511.40
01/31/2023	73481374	toner cartridges	292.51
Total GovConnect	ion		10,448.64
Grainger			
01/09/2023	9560332513	pleated air filters	1,438.56
01/12/2023	9565021608	pleated air filters	496.60
01/12/2023	9565021608	pleated air filters	186.20
01/25/2023	9570844705	circular fluor bulbs	239.92
Total Grainger			2,361.28
ISE OP Office Plus 01/25/2023	458143	mailing envelopes	81.00
Total ISE OP Office		maning envelopes	81.00
	0 1 100		01.00
ITG Larson, Inc. 01/25/2023	4277	maintenance/servi	13,959.00
Total ITG Larson,	Inc.		13,959.00
Journal News, The 01/25/2023	010123CREST	subscription 1/1/2	971.94
Total Journal New	s, The		971.94
Kaever Garment	& Davidson Architects		
01/25/2023	0000004	chiller replace	1,875.00
Total Kaeyer, Garı	ment & Davidson Archite	ects	1,875.00
Keane & Beane 01/12/2023	87511	professional fees 1	21.00
Total Keane & Bea	ane		21.00
Language Lizard L	LC		
01/30/2023	15764	materials	236.29
Total Language Li	zard LLC		236.29
Law Office of Vinc	ent Toomey		
01/09/2023	1215	professional fees S	424.90
01/27/2023	1256	SEIU Negotiations	3,148.00
Total Law Office o	f Vincent Toomey		3,572.90
Ledesma, Solyaris	;		
01/09/2023	1-3-23	zumba class (zoom)	75.00
01/12/2023	1-10-23	zumba class 1/10/23	75.00
01/25/2023	1-17-23	zumba class 1/17/2	75.00

Date	Num	Memo	Amount
01/27/2023	1-24-23	zumba class 1/24/2	75.00
Total Ledesma, S	olyaris		300.00
Metro Group, Inc. 01/12/2023	PI 859545	cooling tower servi	903.42
Total Metro Group	o, Inc.		903.42
Midwest Tape			
01/12/2023 01/12/2023	503107587 503107588	materials materials	164.40 85.33
01/12/2023	503107588	materials materials	27.98
01/12/2023	503108070	materials	79.07
01/12/2023	503108071	materials	24.49
01/12/2023	503108072	materials	10.49
01/12/2023	503134286	materials	108.45
01/12/2023 01/12/2023	503134287 503134289	materials materials	15.74 34.29
01/12/2023	503184995	materials	61.57
01/12/2023	503184996	materials	15.38
01/12/2023	503184997	materials	66.70
01/12/2023	503184999	materials	83.94
01/25/2023	503202053	materials	184.57
01/25/2023	503202055	materials	64.37
01/30/2023 01/30/2023	503224496 503224497	materials materials	121.71 21.58
01/30/2023	503227970	materials	34.98
01/30/2023	503224499	materials	15.29
Total Midwest Tap	pe		1,220.33
Mitchell's NY			
01/30/2023	19092	subscription 11/25	1,728.00
01/30/2023	19093	subscription 12/16	996.00
01/30/2023	19094	subscription 11/23	1,384.00
Total Mitchell's N	Υ		4,108.00
North State Mech	anical Corp.		
01/27/2023	1092	return air fan-ac re	2,390.00
Total North State	Mechanical Corp.		2,390.00
Novak Organizing			
01/27/2023	1-19-23	7 Things You Forg	125.00
Total Novak Orga	nizing LLC		125.00
Office Dynamics	E0000		200 20
01/09/2023 01/09/2023	50009 51935	equipment rental 1 equipment rental 4	300.00 300.00
01/09/2023	52855	equipment rental 7	300.00
01/09/2023	54049	equipment rental 1	300.00
Total Office Dyna	mics		1,200.00
Overdrive			
01/09/2023	01322CO22458638	materials	4,381.72
01/09/2023	01322CO22459934	materials	714.95
01/12/2023	01322DA23002285	materials	14.99
01/25/2023	01322CO23011949	materials	1,092.09
Total Overdrive			6,203.75
Pitney Bowes 2 01/09/2023	3316807624	lease 10/22/22-1/2	154.74
Total Pitney Bowe	es 2		154.74
Rong, Jian-Yang			

Date	Num	Memo	Amount
01/27/2023	1-23-23	Qi Gong class 1/9,	150.00
Total Rong, Jian-Y	ang		150.00
S & S Worldwide 01/12/2023 01/13/2023	IN101127143 IN101128440	program supplies children program s	7.99 167.94
Total S & S Worldv	vide		175.93
Schalls Hardware 01/12/2023	Store, INC. 1506	maintenance suppl	248.41
Total Schalls Hard	ware Store, INC.		248.41
Shaw, Will 01/09/2023	001	children's comedy	1,000.00
Total Shaw, Will		-	1,000.00
Sound Associates, 01/27/2023 01/27/2023 01/27/2023	INC. 12433 12523 12537	lighting service credit memo spare lamps	1,496.40 -698.74 73.20
Total Sound Assoc	ciates, INC.		870.86
Sprague Operating 01/12/2023 01/27/2023	g Resources 00011539677 00011572210	bioheat oil Crestw bioheat oil 1/20/23	1,577.66 13,532.32
Total Sprague Ope	erating Resources		15,109.98
Sterling Sanitary S 01/09/2023 01/09/2023 Total Sterling Sani	AV4098 AV4099	janitorial supplies dry vacuum satellit	732.10 2,312.00 3,044.10
Tri-State Natural F	ood Products, Inc.		
01/25/2023	1.1423	Modern Pop Art Ex	300.00
Total Tri-State Nat	ural Food Products, Inc.		300.00
USA BUTTONS 01/30/2023	149599	complete button kit	103.50
Total USA BUTTO	NS		103.50
Verizon 01/12/2023 01/27/2023 01/27/2023	9144109274JAN23 9143372191FEB23 9143373015FEB23	phones 1/1-1/31/23 phones 2/1-2/28/23 phones 2/1-2/28/23	46.43 152.78 52.39
Total Verizon			251.60
Verizon Wireless 01/12/2023 01/27/2023	9923681255 9925004901	cell phones 11/24 cell phones 12/11	338.91 437.93
Total Verizon Wire	less		776.84
WB Mason 01/09/2023 01/09/2023 01/12/2023 01/12/2023 01/12/2023 01/12/2023 01/12/2023 01/25/2023 01/25/2023 01/25/2023	235160441 235170889 235255144 235404758 235404794 235408899 235410648 235441733 235453198 235454238	mounting tape tab guides wall clock children program s copy paper desk calendars office supplies office supplies water bottles cardstock	189.96 54.98 18.18 79.54 295.62 8.98 150.86 90.00 21.36 120.20

Date	Num	Memo	Amount
01/25/2023	235522332	avery labels	68.96
01/30/2023	235610502	coffee cups	11.80
01/30/2023	235614982	office supplies	23.27
01/30/2023	235615091	office supplies	50.48
Total WB Mason			1,184.19
Westchester Libra	ary System		
01/09/2023	230101-35	device support &	119,458.54
01/09/2023	230101-75	digital content 1/1	10,152.80
01/09/2023	230101-75	digital content 1/1	10,152.80
01/09/2023	230101-75	digital content 1/1	10,152.80
01/12/2023	221231-42	single/double item	1,614.74
Total Westcheste	r Library System		151,531.68
Yonkers Paint and	d Hardware		
01/30/2023	2301-102115	extension cord	113.97
Total Yonkers Pai	nt and Hardware		113.97
Zev Haber Music	by Zev		
01/09/2023	5156	children's music s	825.00
Total Zev Haber M	Music by Zev		825.00
TOTAL			310,782.77

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month (January)	YTD	Balance	% used
101	Salaries	6,578,527	6,578,527	2,988,308	476,151	3,464,459	3,114,068	52.66%
103	Temp Services	615,914	615,914	252,714	38,728	291,442	324,472	47.32%
150	Termination Payments	35,000	35,000	45,993	34,944	80,937	-45,937	231.25%
198	Overtime	419,880	378,880	101,040	12,328	113,368	265,513	29.92%
-100	Personal Services Total:	7,649,321	7,608,321	3,388,055	562,151	3,950,206	3,658,115	51.92%
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,,.					
280	Reference Materials	83,000	83,000	68,068	1,230	69,298	13,702	83.49%
281	Books	450,000	450,000	211,243	9,011	220,254	229,746	48.95%
	Materials Total	533,000	533,000	279,311	10,241	289,552	243,448	54.33%
		Í	•	,	,	,	,	
301	Office Supplies	100410	100,410	26833	9,279	36,112	64,298	35.96%
306	Janitorial Supplies	36000	36,000	19955	5760	25,715	10,285	71.43%
308	Wearing Apparel	3,300	3,300	2,000	0	2,000	1,300	60.61%
309	Fuel For Heating	77,000	77,000	14,578	15,110	29,688	47,312	38.56%
312	Hardware	10,200	10,200	7,566	931	8,497	1,703	83.31%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0.00%
314	Electrical Supplies	300	300	0	240	240	60	79.97%
327	Nursery Supplies	300	300	58	0	58	242	19.33%
361	Gas	2,000	2,000	1,206	181	1,387	613	69.37%
C0397	Contingent	15,000	15,000	0	0	0	15,000	0.00%
	Material and Supplies Total	245,510	245,510	72,196	31,501	103,697	141,813	42.24%
		-,-	-,-	,	, , , ,	,	, , , , ,	
401	Insurance	108,920	108,920	42,186	0	42,186	66,734	38.73%
402	Telephones	63,900	63,900	28,148	4,973	33,121	30,779	51.83%
403	Printing	19,810	19,810	6,661	0	6,661	13,149	33.62%
404	Lights and Power	169,500	169,500	29,906	7,507	37,413	132,087	22.07%
405	Postage	3,100	3,100	0	0	0	3,100	0.00%
406	Freight and Express	500	500	4	0	4	496	0.80%
407	Equipment Maint. And Repair	47,700	47,700	25,457	903	26,360	21,340	55.26%
408	Rental of Equipment	11,214	52,214	69,407	1,355	70,762	-18,548	135.52%
409	Building Maint. And Repair	85,000	85,000	13,470	3,829	17,299	67,701	20.35%
410	Milage Allowance	685	685	59	0	59	626	8.61%
413	Professional Fees	295,500	295,500	66,973	7,249	74,222	221,278	25.12%
415	Outside Labor & Related Charges	311,500	311,500	97,487	1,280	98,767	212,733	31.71%
419	Misc. Expenses	36,750	44,432	-5,601	201	-5,400	49,832	-12.15%
421	Rent Riverfront	750,000	750,000	0	0	0	750,000	0.00%
422	Janitorial Service	2,900	2,900	980	200	1,180	1,720	40.69%
424	Maint. Of Office Equipment	3,400	3,400	821	0	821	2,579	24.15%
425	Subscriptions and Publicationns	154,699	154,699	110,008	44,843	154,851	-152	100.10%
430	IT Hardware Maint.	52,000	52,000	26,590	10,546	37,136	14,864	71.41%
431	IT Software Licensing and Maint.	479,100	479,100	208,938	140,986	349,924	129,176	73.04%
436	Tuition/Bd/Travel Reimbursement	10,000	10,000	848	0	848	9,152	8.48%
446	Automobile Repair	6,000	6,000	2,038	0	2,038	3,962	33.97%
481	Binding of Books	600	600	0	0	0	600	0.00%
496	Special Projects	30,000	30,000	22,903	2,554	25,457	4,543	84.86%
497	Contingent	5,000	5,000	0	0	0	5,000	0.00%
	Contractual Services Total	2,647,778	2,696,460	747,283	226,425	973,708	1,722,752	36.11%
	Total Operating Budget	11,075,609	11,083,291	4,486,845	830,317	5,317,162	5,766,129	47.97%

# Yonkers Public Library (YPL) Board of Trustees Meeting Management Report February 16, 2023

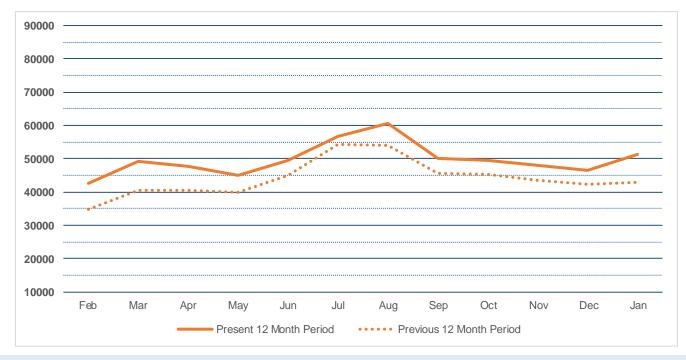
**Staff Update:** Erik Malave joined Yonkers Public Library (YPL) as a full-time librarian trainee in the Riverfront Reference Department on February 6, 2023. Erik is a Yonkers native with a BFA in music and audio technology. He is also a musician who has toured nationally and in Europe. He is currently pursuing a MLIS degree at Queens College.

**Black History Month at YPL:** Throughout February, YPL is recognizing black excellence and its impact on history and culture through dozens of library programs, curated book displays, and more. All three YPL locations are hosting in-person or virtual events that include an African drum and dance performance, a series of black feature films, a class on African American genealogy research (with Yonkers native Dennis Richmond), and author talks with Sadeqa Johnson (*The House of Eve*) and Jerome Enders (*Yonkers: Lost City of Hip Hop*). YPL is also proud to host "The Black Iconic", a solo exhibition from Newark-based artist Ricardo Osmondo Francis, at the Riverfront Art Gallery. Mr. Osmondo's paintings express themes of African American identity and mythology. The exhibition opened on February 2, 2023 and drew strong praise from visitors.

**CPR/AED Staff Training:** Following an incident where a patron experienced a cardiac event (that he fortunately survived) late last year, YPL developed a plan to secure the proper equipment and training to address possible future incidents. YPL is in the process of procuring automated external defibrillators (AEDs) for each location. It also contracted with a Red Cross-certified CPR/AED instructor (also a faculty member at Yonkers Public Schools) to conduct four voluntary staff trainings. All in all, over 40 staff members (from all three locations and every job title) received certification for CPR and the use of AED devices. Based on the enthusiastic staff response, YPL scheduled a Narcan training with the Westchester County Department of Health in March.

"The Cove" CDBG Project Update: In 2022 YPL was awarded a \$30,000 Community Development Block Grant (CDBG) to update the Small People's Place at the Riverfront Library. This space is located on the second floor Children's Room and is primarily a play and programming space. At the time of the application it still had the original furniture from the 2002 opening. YPL staff consulted with faculty at Sarah Lawrence College's Child Development Institute to envision a new space. At their enthusiastic recommendation, YPL worked with Community Playthings, an Ulster County-based furniture company, to plan a layout for new furniture and play equipment in the space paid for through the CDBG funding. The new furniture arrived this month and was installed on February 14. The new furniture is being paired with Imagination Playground "Big Blue Blocks", which were purchased last year and have been a favorite in children's programming at Riverfront Library. The Small People's Place will be renamed "The Cove" in reference to its adjacency to the Hudson River, and the cove's role as a safe and sheltered space in river ecosystems.

## CIRCULATION SUMMARY YONKERS PUBLIC LIBRARY

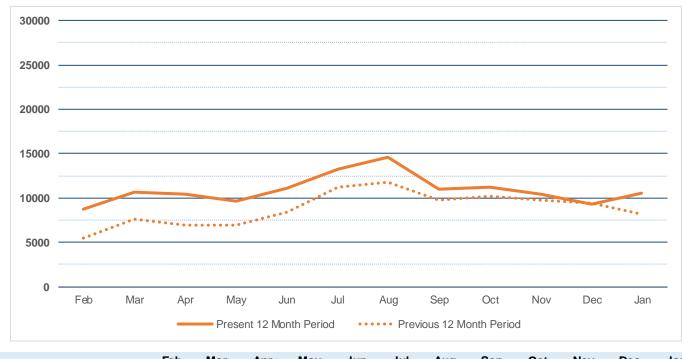


	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 Month Period	42523	49355	47610	44960	49508	56877	60724	50211	49419	48076	46380	51419
<b>Previous 12 Month Period</b>	34799	40617	40556	39791	45122	54386	54016	45574	45241	43400	42421	42936
	22.2%	21.5%	17.4%	13.0%	9.7%	4.6%	12.4%	10.2%	9.2%	10.8%	9.3%	19.8%

	lan 22	lan 22		
		Jan-23		
_audiobook	500	428	-72	-14.4%
_biography = = = = = = = =	491	551	60	12.2%
_express.	426	400	-26	-6.1%
_fiction _ = = = = =	4404	5263	859	19.5%
_foreign_language = = =	178	371	193	108.4%
_juv_audiobook	72	82	10	13.9%
_juv_fiction = = = = = = =	8628	12733	4105	47.6%
_juv_foreign_ = = = = = =	141	322	181	128.4%
_juv <u>_</u> movie <b>= = _</b>	922	887	-35	-3.8%
_juv_nonfiction	1442	2542	1100	76.3%
_magazine _ = = _ =	127	135	8	6.3%
_movie _ = = = _ = = =	6083	6217	134	2.2%
_music = = _ = = = = =	1563	1790	227	14.5%
_new_book = =	2442	2397	-45	-1.8%
_nonfiction_ = = = =	3614	4470	856	23.7%
_ya_av = = = = = = = =	141	318	177	125.5%
_ya_fiction = =	1398	1226	-172	-12.3%
_ya_nonficti <mark>on =</mark>	178	207	29	16.3%
_Electronic Content Use	9684	10493	809	8.4%

Circulation Profile:	Jan-22	Jan-23	
_audiobook	1.2%	0.8%	-0.3%
_biography	1.1%	1.1%	-0.1%
_express	1.0%	0.8%	-0.2%
_fiction	10.3%	10.2%	0.0%
_foreign_language	0.4%	0.7%	0.3%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	20.1%	24.8%	4.7%
_juv_foreign	0.3%	0.6%	0.3%
_juv_movie	2.1%	1.7%	-0.4%
_juv_nonfiction	3.4%	4.9%	1.6%
_magazine	0.3%	0.3%	0.0%
_movie	14.2%	12.1%	-2.1%
_music	3.6%	3.5%	-0.2%
_new_book	5.7%	4.7%	-1.0%
_nonfiction	8.4%	8.7%	0.3%
_ya_av	0.3%	0.6%	0.3%
_ya_fiction	3.3%	2.4%	-0.9%
_ya_nonfiction	0.4%	0.4%	0.0%
_Electronic Content Use	22.6%	20.4%	-2.1%

## CIRCULATION SUMMARY RIVERFRONT LIBRARY

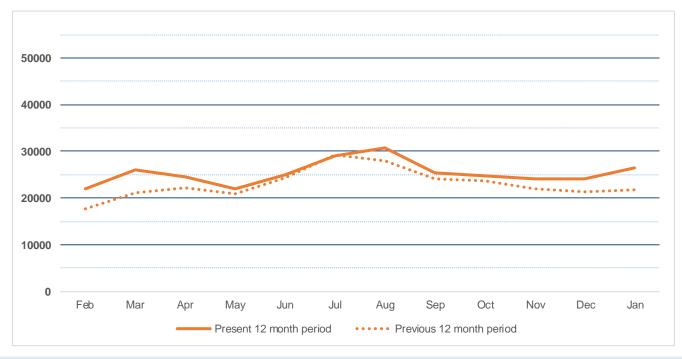


	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
<b>Present 12 Month Period</b>	8702	10611	10450	9641	11129	13249	14637	11038	11226	10377	9351	10515
<b>Previous 12 Month Period</b>	5533	7584	6928	6918	8405	11229	11756	9812	10201	9799	9399	8169
	57 <b>2</b> 0/	20.0%	50 Q0/	20 40/	22 /10/	10 00/	24 50/	12 50/	10.00/	5 Q9/	0.5%	20 70/

	Jan-22	Jan-23		
_audiobook _ = = = = = =	85	84	-1	-1.2%
_biography = = = = = = =	120	124	4	3.3%
_express	214	135	-79	-36.9%
_fiction _ = = = =	923	1045	122	13.2%
_foreign_language	102	197	95	93.1%
_juv_audiobook ■ ■	2	3	1	50.0%
_juv_fiction = =	1687	2667	980	58.1%
_juv_foreign = = = = =	68	205	137	201.5%
_juv_movie = <b>= = -</b>	277	174	-103	-37.2%
_juv <b>_no</b> nfict <b>ion</b> _ <b>= =</b> _ <b>=</b>	328	608	280	85.4%
_magazine =	7	2	-5	-71.4%
_movie = = = = = = = = =	1706	2175	469	27.5%
_ <b>music</b>	249	238	-11	-4.4%
_new_book =	357	287	-70	-19.6%
_nonfiction = = = = = = =	958	1277	319	33.3%
_ya_av = = = = = = = =	79	186	107	135.4%
_ya_fiction =	626	574	-52	-8.3%
_ya_nonfiction	42	92	50	119.0%

Circulation Profile:	Jan-22	Jan-23	
_audiobook	1.0%	0.8%	-0.2%
_biography	1.5%	1.2%	-0.3%
_express	2.6%	1.3%	-1.3%
_fiction	11.3%	9.9%	-1.4%
_foreign_language	1.2%	1.9%	0.6%
_juv_audiobook	0.0%	0.0%	0.0%
_juv_fiction	20.7%	25.4%	4.7%
_juv_foreign	0.8%	1.9%	1.1%
_juv_movie	3.4%	1.7%	-1.7%
_juv_nonfiction	4.0%	5.8%	1.8%
_magazine	0.1%	0.0%	-0.1%
_movie	20.9%	20.7%	-0.2%
_music	3.0%	2.3%	-0.8%
_new_book	4.4%	2.7%	-1.6%
_nonfiction	11.7%	12.1%	0.4%
_ya_av	1.0%	1.8%	0.8%
_ya_fiction	7.7%	5.5%	-2.2%
_ya_nonfiction	0.5%	0.9%	0.4%

## CIRCULATION SUMMARY GRINTON I. WILL LIBRARY

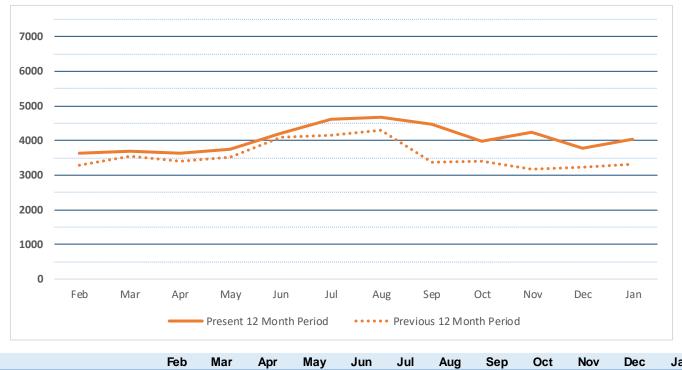


	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 month period	21901	26072	24614	22051	24869	29002	30817	25355	24725	24141	24101	26378
Previous 12 month period	17752	21019	22280	20815	24351	29135	28046	24025	23574	21930	21304	21763
	23.4%	24.0%	10.5%	5.9%	2.1%	-0.5%	9.9%	5.5%	4.9%	10.1%	13.1%	21.2%

	Jan-22	Jan-23		
_audiobook =	367	271	-96	-26.2%
_biography_ =   = =	303	380	77	25.4%
_express = = =	201	243	42	20.9%
_fiction _ = = = = =	2938	3562	624	21.2%
_foreign_language = = =	75	163	88	117.3%
_juv_audiobook ■ =	59	58	-1	-1.7%
_juv_fiction = = = = = =	6295	9074	2,779	44.1%
_juv_foreign_ = = = = = =	72	112	40	55.6%
_juv <u>=</u> movie <b>= =</b>	591	657	66	11.2%
_juv_nonfiction = _	872	1647	775	88.9%
_magazine _ = =	75	48	-27	-36.0%
_movie =	3923	3516	-407	-10.4%
_music = = _ = = = = =	1249	1467	218	17.5%
_new_book = = = = = =	1607	1712	105	6.5%
_nonfiction = = = =	2176	2632	456	21.0%
_ya_av = _ = = = = = = =	37	94	57	154.1%
_ya_fiction = =	679	523	-156	-23.0%
_ya-nonfiction	114	98	-16	-14.0%

Circulation Profile:	Jan-22	Jan-23	
_audiobook	1.7%	1.0%	-0.7%
_biography	1.4%	1.4%	0.0%
_express	0.9%	0.9%	0.0%
_fiction	13.5%	13.5%	0.0%
_foreign_language	0.3%	0.6%	0.3%
_juv_audiobook	0.3%	0.2%	-0.1%
_juv_fiction	28.9%	34.4%	5.5%
_juv_foreign	0.3%	0.4%	0.1%
_juv_movie	2.7%	2.5%	-0.2%
_juv_nonfiction	4.0%	6.2%	2.2%
_magazine	0.3%	0.2%	-0.2%
_movie	18.0%	13.3%	-4.7%
_music	5.7%	5.6%	-0.2%
_new_book	7.4%	6.5%	-0.9%
_nonfiction	10.0%	10.0%	0.0%
_ya_av	0.2%	0.4%	0.2%
_ya_fiction	3.1%	2.0%	-1.1%
_ya-nonfiction	0.5%	0.4%	-0.2%

## CIRCULATION SUMMARY CRESTWOOD LIBRARY



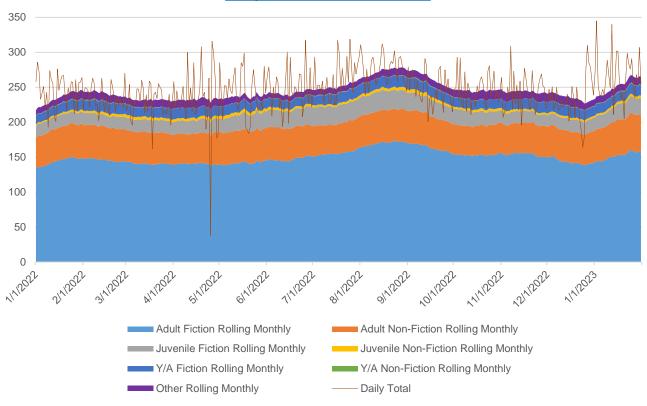
	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 Month Period	3630	3692	3650	3748	4214	4617	4679	4486	3986	4237	3774	4033
<b>Previous 12 Month Period</b>	3290	3549	3412	3517	4088	4150	4314	3379	3415	3187	3246	3320
	10.3%	4.0%	7.0%	6.6%	3.1%	11.3%	8.5%	32.8%	16.7%	32.9%	16.3%	21.5%

	Jan-22	Jan-23		
_audiobook = _ = = =	48	73	25	52.1%
_biography	68	47	-21	-30.9%
_express	11	22	11	100.0%
_fiction =	543	656	113	20.8%
_foreign <u>_</u> lan <del>g</del> uage <b>= = -</b>	1	11	10	~
_juv_audiobook = = = =	11	21	10	90.9%
_juv_fiction = = = = = = =	646	992	346	53.6%
_juv_foreign <b>= -</b>	1	5	4	400.0%
_juv_movie = = = = -	54	56	2	3.7%
_juv_nonfiction = = =	242	287	45	18.6%
_magazine	45	85	40	88.9%
_movie = = =	454	526	72	15.9%
_music = = = = = =	65	85	20	30.8%
_nonfiction = = = = = =	480	561	81	16.9%
_new_book _ = =	478	398	-80	-16.7%
_ya_av = = = = = _ =	25	38	13	52.0%
_ya_fiction = = = = = =	93	129	36	38.7%
_ya_nonfiction =	22	17	-5	-22.7%

Circulation Profile:	Jan-22	Jan-23	
_audiobook	1.4%	1.8%	0.4%
_biography	2.0%	1.2%	-0.9%
_express	0.3%	0.5%	0.2%
_fiction	16.4%	16.3%	-0.1%
_foreign_language	0.0%	0.3%	0.2%
_juv_audiobook	0.3%	0.5%	0.2%
_juv_fiction	19.5%	24.6%	5.1%
_juv_foreign	0.0%	0.1%	0.1%
_juv_movie	1.6%	1.4%	-0.2%
_juv_nonfiction	7.3%	7.1%	-0.2%
_magazine	1.4%	2.1%	0.8%
_movie	13.7%	13.0%	-0.6%
_music	2.0%	2.1%	0.1%
_nonfiction	14.5%	13.9%	-0.5%
_new_book	14.4%	9.9%	-4.5%
_ya_av	0.8%	0.9%	0.2%
_ya_fiction	2.8%	3.2%	0.4%
_ya_nonfiction	0.7%	0.4%	-0.2%

#### **ELECTRONIC RESOURCES SUMMARY**

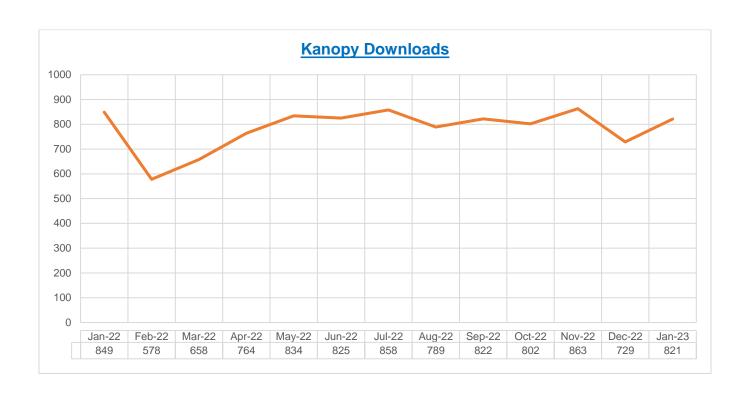
#### **Daily OverDrive Checkouts**



	Adult	Adult	Juvenile	Juvenile	Y/A	Y/A		
_	<b>Fiction</b>	Non-Fiction	<b>Fiction</b>	<b>Non-Fiction</b>	<b>Fiction</b>	Non-Fiction	Other	TOTAL
Jan-22	4625	1517	550	87	466	29	368	7642
Feb-22	4015	1281	481	116	399	24	268	6584
Mar-22	4314	1315	568	103	460	11	344	7115
Apr-22	4165	1388	583	117	401	9	319	6982
May-22	45 <mark>24</mark>	1435	750	121	399	16	221	7466
Jun-22	45 <mark>2</mark> 9	1319	812	90	392	23	238	7403
Jul-22	5054	1366	824	102	466	18	265	8095
Aug-22	5306	1440	825	142	491	24	318	8546
Sep-22	4641	1282	677	88	399	20	310	7417
Oct-22	4831	1357	541	110	399	5	401	7644
Nov-22	45 <mark>03</mark>	1317	505	74	461	12	390	7262
Dec-22	4391	1411	577	81	423	21	293	7197
Jan-23	4899	1639	748	102	472	28	337	8225



### **ELECTRONIC RESOURCES SUMMARY**



#### **Hoopla Circulation**

	Audiobook	Comic	eBook	Movie	Music	Television	<b>Binge Pass</b>	Total
Jan-22	497	93	301	117	61	117	11	1197
Feb-22	452	102	224	119	83	146	13	1139
<b>Mar-22</b>	495	95	305	84	72	134	12	1197
Apr-22	501	104	262	94	53	138	2	1154
<b>May-22</b>	502	111	253	90	81	171	12	1220
Jun-22	475	101	228	74	61	113	16	1068
Jul-22	477	83	231	90	61	105	9	1056
Aug-22	533	106	295	93	66	153	10	12 <mark>56</mark>
Sep-22	501	64	244	97	44	128	15	1093
Oct-22	472	85	234	79	45	110	11	1036
Nov-22	518	102	284	92	54	128	18	1196
Dec-22	570	97	266	70	96	113	16	12 <mark>28</mark>
Jan-23	643	120	<b>3</b> 83	67	69	143	22	1447

### **BOOK STOCK**

#### **JANUARY 2022**

RIVERFRONT LIBRARY	2023	2022
Number of volumes at end of previous month	156,528	
Number of volumes added this month	853	
TOTAL	157,381	
Number of volumes lost/withdrawn this month	334	
TOTAL VOLUMES RIVERFRONT LIBRARY	157,047	150,195
GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	154,129	
Number of volumes added this month	1,054	
TOTA L	155,183	
Number of volumes lost/withdrawn this month	826	
TOTAL VOLUMES GRINTON I. WILL BRANCH	154,357	150,606
CRESTWOOD BRANCH		
Number of volumes at end of previous month	26,940	
Number of volumes added this month	50	
TOTAL	26,990	
Number of volumes lost/withdrawn this month	0	
TOTAL CRESTWOOD BRANCH	26,990	23,458
TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	338,394	324,259