

**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
RIVERFRONT LIBRARY
JULY 18, 2018**

MINUTES

[ACTION ITEM]

Approve Minutes of Board Meeting June 14, 2018.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointment:

Sandra D'Angelo, Custodial Worker, \$41,999, effective 7/6/18

Danielle Touba, P/T Page, \$11.00/hr., effective 7/7/18

Ratify the following salary increases:

Susan Thaler, Asst. Library Director, \$140,000, effective 7/27/18

Vivian Presedo, Business Manager, \$122,500, effective 7/27/18

Acknowledge the following termination:

Tiana Sigler, P/T Page, \$11.00/hr., effective 7/14/18

Acknowledgement the following retirements:

Turan Mcnerney, Librarian II, \$69,296, effective 6/28/18

Laurie Antash, Librarian III, \$80,346, effective 6/29/18

COMMITTEE REPORTS

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

[ACTION ITEM]

The following certificate will expire:

7/29/2018 Contributions Fund, 13 mo. CD, Sterling National Bank,
\$51,027.01, 1.25%

This Contributions CD will mature on 7/29/2018. The Business Office will review or open another CD with a bank which has the best rate for a 12 to 18 month CD.

Employee Relations -Guzmán-Santana, Touba, Puglia

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

Fundraising & Development -Guzmán-Santana, Maron, Jannetti

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #793

UNFINISHED BUSINESS

NEW BUSINESS

Overdue Fines

EXECUTIVE SESSION: To discuss the performance of a particular employee

NEXT BOARD MEETING DATE: Thursday, September 20, 2018, Grinton I. Will Branch.

YONKERS PUBLIC LIBRARY
BOARD MEETING
GRINTON I. WILL BRANCH
JUNE 14, 2018

ATTENDANCE

TRUSTEES:	Anietra Guzmán-Santana Nancy Maron Stephen Jannetti Derrick Touba Joseph Puglia John Saraceno
LIBRARY DIRECTOR:	Edward Falcone
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	Sarah McAllister
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Brandon Neider, PC Tech I, Grinton I. Will Branch

The Board Meeting began at 7:10 p.m.

MINUTES

On motion of Tr. Puglia, seconded and carried, the Board approved the Minutes of the Board Meeting of May 23, 2018.

MANAGEMENT REPORT

Director Falcone referred Board members to the Management Report. An hour before this meeting, Director Falcone was advised by the City's

Finance Department that the Library's budget lines were restored with the exception of \$51,000. Tr. Anietra Guzmán-Santana applauded the efforts of all who participated in the advocacy campaign.

Director Falcone informed Board members that Phase I of the façade project is nearing completion. He reported that a check for \$15,000 from our first state grant for the project was received this afternoon. He also told Board members that Phase II is in progress and expected to proceed smoothly.

Director Falcone advised Board members that application for State construction funding is due by August 20th. Director Falcone said he will apply for two grants: one for the stage lighting and the other for Phase II of the façade project.

Director Falcone told Board members that bids for the Will Boiler project will be opened on Friday, June 15th. While one boiler is in fairly good shape, the second boiler is completely inoperative and must be replaced.

Director Falcone and Deputy Director Thaler met with Robert Voorheis from the City's Human Resources Department. The City has purchased a series of interactive online video training courses that include units on safety and security. Deputy Director Thaler also spoke with Detectives O'Rourke and Montalvo, who will schedule walk-throughs of the branches with Library department heads to assess building security and safety procedures.

Director Falcone stated that 1000 Books before Kindergarten is off to a great start and two children have already completed the challenge.

Deputy Director Thaler told Board members that the PTA at Yonkers Middle School's International Baccalaureate Program honored Riverfront Department Head, Adult/Reference Services, Aurora Cruz with the Jenkins Award for her significant contribution to the welfare of children and youth. This award has never been given to someone outside of the Board of Education community.

Director Falcone told Board members that the front stairs at the Riverfront Library are being repaired and should be completed by early July. He also informed the Board members that the DPW needs to replace water meters at the Will Branch on Friday, June 22, requiring the building to close for the day. Staff will be reassigned to the other branches or will use vacation or personal time for the day.

Director Falcone said that the first Yonkers Pride Festival was held on June 9th with a great turnout. Deputy Director Thaler said that at least 40 new patrons registered for library cards.

UNION REPRESENTATIVE'S REPORT – Union Representative, Brandon Neider had nothing to report.

WLS REPORT – On May 29th, Tr. Puglia attended the WLS meeting and was sworn in as a WLS representative. His term will expire December, 2019.

PERSONNEL REPORT

The Board acknowledged the following terminations:
Eduardo Cruz, P/T Page, \$11.00/hr., effective 5/19/18
Nicholas Claudio, P/T Page, \$11.00/hr., effective 6/14/1

COMMITTEE REPORTS

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

Employee Relations – Guzmán-Santana, Touba, Puglia

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

Fundraising & Development – Guzmán-Santana, Maron, Jannetti
Tr. Maron intends to extend the plaque campaign and is planning two events in the Fall.

PAYMENT OF BILLS

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #792.

UNFINISHED BUSINESS

NEW BUSINESS

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved closing the Library on Sunday, September 2, 2018.

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved closing Grinton I. Will Branch on Friday June 22, 2018 for water meter repairs.

NEXT BOARD MEETING DATE – Wednesday, July 14, 2018, 7:00 p.m. at the Riverfront Library.

EXECUTIVE SESSION

Upon motion of President Guzmán-Santana, the Board went into Executive Session at 8:15 p.m.

Upon motion of Tr. Jannetti, seconded by Tr. Touba, the Executive Session ended at 10:21 p.m.

The Board meeting resumed and adjourned at 10:22 p.m.

Edward Falcone
Library Director & Secretary

Yonkers Public Library
Bill List June 2018

Vendor Name	Description	Date	Amount
CAPITAL FUNDS			
AMAZON.COM	MATERIALS	6/8/2018	19.90
AMAZON.COM	MATERIALS	6/8/2018	49.99
AMAZON.COM	MATERIALS	6/8/2018	115.71
AMAZON.COM	MATERIALS	6/8/2018	224.95
AMAZON.COM	MATERIALS	6/8/2018	901.26
BAKER & TAYLOR	MATERIALS	6/28/2018	36,876.64
BARNES & NOBLE	MATERIALS	6/29/2018	2,477.17
BRODART CO.	MATERIALS	6/29/2018	12.55
BRODART CO.	MATERIALS	6/29/2018	40.48
MIDWEST TAPE	MATERIALS	6/29/2018	47.97
MIDWEST TAPE	MATERIALS	6/29/2018	179.58
MONAT, PHILLIP	PROF SERVS:DESIGN/LIGHTING	6/8/2018	1,750.00
THE BILINGUAL PUB CO.	MATERIALS	6/29/2018	15.96
TOTAL			42,712.16

Vendor Name	Description	Date	Amount
CONTRIBUTIONS FUNDS			
BELL, ANGELINA	4TH PLACE TEEN TALENT SHOW	6/26/2018	50.00
BELLA VISTA DELI	BOARD MEETING 6/14/2018	6/19/2018	131.11
BITTETI, CHRISTINE	GIRLS WHO CODE	6/19/2018	13.95
BLACK BELT MAGAZINE	I YR SUBSCRIPTION	6/19/2018	25.19
BUTLER, MAUREEN	HOMEWORK HELPER: CRESTWOOD	6/5/2018	200.00
BUTLER, MAUREEN	HOMEWORK HELPER: CRESTWOOD	6/19/2018	218.75
COMM PLAN COUNCIL OF YONKERS	ANNUAL BOARD MEETING LUNCHEON	6/6/2018	520.00
DAVIS, AARON	5TH PLACE TEEN TALENT SHOW	6/26/2018	50.00
DIMAPANAT, HAMIL	2ND PLACE TEEN TALENT SHOW	6/26/2018	500.00
GOVCONNECTION, INC.	PRINTING SUPPLIES	6/19/2018	399.86
GOVCONNECTION, INC.	PRINTING SUPPLIES	6/5/2018	1,533.61
GOVCONNECTION, INC.	PRINTING SUPPLIES	6/20/2018	3,355.51
ISRAEL, MARY-LYNN	3RD PLACE TEEN TALENT SHOW	6/26/2018	250.00
LUIS PERELMAN	PASSPORT TO YONKERS	6/13/2018	500.00
MCELDOWNEY, NICOLA	PUPPET PLAY TIME PROGRAM	6/26/2018	280.00
ON THE LEVEL CONSTRUCTION	PROFESSIONAL SERVICES RENDERED	6/19/2018	285.00
PORTCHESTER-RYE BROOK PUB LIB	LOST BOOK	6/26/2018	12.95
SIEGAL, MARTIN	HOMEWORK HELPER: GRINTON I. WILL	6/13/2018	187.50
SIEGAL, MARTIN	HOMEWORK HELPER: GRINTON I. WILL	6/5/2018	862.50
THE GREAT COURSES	MATERIALS	6/13/2018	89.95
TILSON, ANDREA	HOMEWORK HELPER: RIVERFRONT	6/19/2018	187.50
TILSON, ANDREA	HOMEWORK HELPER: RIVERFRONT	6/13/2018	443.75
TODAY'S BUSINESS SOL, INC.	TRAC WIRELESS PRINTING	6/5/2018	890.00
TORRES, ARNALDO	REIMB EXP: 3 BOOKS	6/13/2018	58.76
TORRES, ARNALDO	REIMB EXP: TEEN TALENT SHOW	6/20/2018	89.00
TORRES, ARNALDO	REIMB EXP: TEEN TALENT SHOW	6/19/2018	112.82
TORRES, ARNALDO	REIMB EXP: TEEN TALENT SHOW	6/26/2018	155.50
VALERIO, AMARA	1ST PLACE TEEN TALENT SHOW	6/26/2018	1,000.00
WESTCHESTER LIB SYSTEM	ILL MATERIAL	6/13/2018	21.00
TOTAL			12,424.21
MONTEFIORE GRANT			
CLUSTER COMMUNITY SERVICES	INNOVATION PILOT PROJECT	6/19/2018	14,058.38
CLUSTER COMMUNITY SERVICES	INNOVATION PILOT PROJECT	6/19/2018	24,015.59
VERIZON WIRELESS	CELL PHONES	6/25/2018	106.66
TOTAL			38,180.63

Vendor Name	Description	Date	Amount
TRUSTS FUNDS			
BAKER & TAYLOR	SAUNDERS FUNDS	6/5/2018	11.50
TOTAL			11.50

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

Date	Num	Memo	Amount
4 imprint			
06/25/2018	6399759	Table Throw 6'	412.66
Total 4 imprint			412.66
Abbey Ice			
06/12/2018	68881	Spring Water	59.50
06/12/2018	68880	Spring Water	98.50
06/20/2018	163225	Rental Equipment	47.25
06/20/2018	163235	Rental Equipment	33.00
06/20/2018	163341	Rental Equipment	94.50
06/20/2018	163542	Rental Equipment	88.50
06/20/2018	163568	Rental Equipment	47.25
06/20/2018	65605	Spring Water	46.50
06/20/2018	67867	Spring Water	92.00
06/20/2018	70275	Spring Water	76.35
06/20/2018	70274	Spring Water	66.00
06/22/2018	71478	Spring Water	79.00
Total Abbey Ice			828.35
Acevedo, Zafiro			
06/22/2018	61318ZA	Program-Father's Day Workshop 6/13/18	75.00
Total Acevedo, Zafiro			75.00
Addo-Prempeh, Victoria			
06/20/2018	542018A	Reimbursement-WLA Conference	85.00
Total Addo-Prempeh, Victoria			85.00
All Safe Fire Protection			
06/20/2018	42428-PM	Annual Service	305.00
06/25/2018	59067-SS	Sprinkler Inspection & Maint.	660.36
Total All Safe Fire Protection			965.36
Amazon.com			
06/08/2018	434387738457	Computer Supplies	15.57
06/08/2018	436543866796	Computer Supplies	16.25
06/08/2018	448985443389	Library Supplies	135.59
06/08/2018	454659494669	Supplies	64.99
06/08/2018	473654798956	Library Supplies	193.30
06/08/2018	478963466434	Library Supplies	39.95
06/08/2018	593479593488	Library Supplies	13.49
06/08/2018	643855959964	Library Supplies	14.97
06/08/2018	648459697447	Library Supplies	9.75
06/08/2018	684945698898	Library Supplies	3.36
06/08/2018	684945698898	Library Supplies	25.32
06/08/2018	877373887754	Library Supplies	4.99
06/08/2018	883963494457	Library Supplies	111.53
06/12/2018	955468734733	Library Supplies	121.46
06/12/2018	979944979646	Library Supplies	13.49
Total Amazon.com			784.01
American Express			
06/13/2018	6-76005may18	Software And Program Supplies	381.87
06/13/2018	6-76005may18	Software And Program Supplies	52.80
Total American Express			434.67
American Paper Supply (APP)			
06/28/2018	J1176892	Janitorial Supplies	826.70
Total American Paper Supply (APP)			826.70
Animal Encounters, LLC			
06/28/2018	060218	Program-Children animal program	250.00
Total Animal Encounters, LLC			250.00
Arch For Kids			
06/20/2018	211	Program-Design Your Dream Library W...	250.00
06/28/2018	219	Program-Children's Workshop	250.00
Total Arch For Kids			500.00

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

Date	Num	Memo	Amount
ARTEAGA, KELLY			
06/12/2018	05152018	Program-Zumba For Kids	75.00
06/12/2018	5-17-18	Program-Zumba Class	70.00
06/20/2018	06052018	Program-Zumba For Kids	75.00
06/22/2018	6-14-18	Program-Zumba	70.00
Total ARTEAGA, KELLY			290.00
B & H Photo			
06/22/2018	143296528	Amplifier	802.62
06/28/2018	143592773	Tech Components	8,851.90
Total B & H Photo			9,654.52
Baker & Taylor			
06/20/2018	MAY-18	Materials	403.52
Total Baker & Taylor			403.52
Barnes & Noble			
06/20/2018	3648506	Materials	266.81
06/20/2018	3658146	Materials	375.58
06/20/2018	3658198	Materials	505.70
Total Barnes & Noble			1,148.09
Bilingual Publications			
06/20/2018	74310	Materials	81.60
06/20/2018	74341	Materials	80.04
Total Bilingual Publications			161.64
Bitetti, Christine			
06/28/2018	62618CB	Reimbursement-Program Supplies	54.80
Total Bitetti, Christine			54.80
Blackstone Audio			
06/20/2018	998367 BOXES	Materials	417.68
Total Blackstone Audio			417.68
Brodart			
06/20/2018	B5342625	Materials	52.57
06/20/2018	B5347739	Materials	9.35
06/20/2018	5323900	Materials	208.19
06/20/2018	B5329588	Materials	22.45
Total Brodart			292.56
Broken Ankle Productions, Inc.			
06/20/2018	1283	Program-Musical Storytime	250.00
Total Broken Ankle Productions, Inc.			250.00
Budget Library Supplies			
06/20/2018	16760	Supplies	286.00
Total Budget Library Supplies			286.00
Cablevision Lightpath			
06/20/2018	22422189	Internet	5,734.75
06/20/2018	22421154	Phones	3,545.86
Total Cablevision Lightpath			9,280.61
Cablevision Optimum			
06/13/2018	07803550279jun18	Phone/Internet	140.79
06/20/2018	07803544469jun18	TV Box	14.70
06/20/2018	07803065546jun18	TV Boxes	7.35
06/28/2018	07803550279jul18	TV & Phone-Crestwood	140.79
Total Cablevision Optimum			303.63
Capirchio, Biagio			
06/20/2018	542018C	Reimbursement-WLA Conference	85.00
Total Capirchio, Biagio			85.00
CARLE, CASEY			
06/25/2018	43175	Program-BubbleMania Performance	570.00

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 Accrual Basis

YONKERS PUBLIC LIBRARY BILL LIST - OPERATING ACCOUNT June 2018

Date	Num	Memo	Amount
06/28/2018	43174	Program-Bubblemania	570.00
Total CARLE, CASEY			1,140.00
CHLOE'S KIDS			
06/20/2018	13RF	Program-Baby Signing Time	75.00
Total CHLOE'S KIDS			75.00
Citadel Pest Control			
06/12/2018	3398	Pest Control	200.00
Total Citadel Pest Control			200.00
Con Edison			
06/20/2018	92142173100jun18	Gas-Will	140.15
Total Con Edison			140.15
Cooper, Ralph			
06/20/2018	61218	Reimbursement-Classes & Conferences	101.37
06/20/2018	61218	Reimbursement-Classes & Conferences	56.00
06/22/2018	61918RC	Reimbursement-Notary Public Application	60.00
Total Cooper, Ralph			217.37
Crown HVAC			
06/28/2018	8463	Repairs-Boiler-Will Lib.	200.27
06/28/2018	8464	Repairs-Boiler-Will Lib.	350.27
06/28/2018	8465	Repairs-Boiler-Crestwood	1,394.00
Total Crown HVAC			1,944.54
Crown Janitorial			
06/20/2018	412541-0	Janitorial Products	-88.40
06/20/2018	413299-1	Janitorial Products	1,729.50
06/20/2018	413299-2	Janitorial Products	30.46
Total Crown Janitorial			1,671.56
Daly, Celine			
06/12/2018	052518	Program-Sound Meditation	50.00
Total Daly, Celine			50.00
DAS, JOY			
06/25/2018	118	Program-Sewing Classes	400.00
Total DAS, JOY			400.00
Dear Reader.com			
06/28/2018	INV-32791	Subscription	2,500.00
Total Dear Reader.com			2,500.00
Demco			
06/12/2018	6379085	Supplies	266.28
06/12/2018	6379085	Supplies	99.14
06/20/2018	6391025	Supplies	579.34
06/20/2018	6392529	Supplies	219.84
06/28/2018	6399584	Supplies	159.45
Total Demco			1,324.05
DeWaters, Alice			
06/20/2018	53118	Reimbursement-Summer Reading Supp...	99.92
Total DeWaters, Alice			99.92
DPW Pasy			
06/25/2018	Apr-18	Electric Charges-Will	7,212.46
06/25/2018	Apr-18	Electric Charges-Crest	537.84
Total DPW Pasy			7,750.30
Dreamland Security			
06/08/2018	DSS18 142	Guard Services	10,142.00
Total Dreamland Security			10,142.00
Ebsco			
06/20/2018	1801177	Materials	148.26

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07/03/18

Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

Date	Num	Memo	Amount
06/20/2018	0020988	Materials	-24.49
06/20/2018	0020151	Materials	-24.95
Total Ebsco			98.82
Emil Yedowitz Landscaping			
06/20/2018	yed6695	Start Up-Sprinkler/Part Replacement	150.00
Total Emil Yedowitz Landscaping			150.00
Erwin-McGuire, Avery			
06/20/2018	2018-0601	Program-STEAM Workshops	300.00
Total Erwin-McGuire, Avery			300.00
EVOLLVE INC.			
06/25/2018	20365	Ozobots	1,000.00
Total EVOLLVE INC.			1,000.00
Fia, Yaw			
06/20/2018	542018F	Reimbursement-WLA Conference	85.00
Total Fia, Yaw			85.00
FILIBERTI, JOHN			
06/12/2018	32767	Program-Quickbooks Training	375.00
Total FILIBERTI, JOHN			375.00
Gantzer, Ana			
06/12/2018	051718	Reimbursement-Mileage	45.00
Total Gantzer, Ana			45.00
Germino, Damien			
06/20/2018	6-5-18	Program-Yoga	80.00
06/20/2018	6-12-18	Program-Yoga Class	80.00
06/28/2018	6-19-18	Program-Yoga Class	50.00
Total Germino, Damien			210.00
Glazer, Melissa			
06/20/2018	542018G	Reimbursement-WLA Conference	90.00
Total Glazer, Melissa			90.00
GovConnection			
06/12/2018	55811756	Computer Products	302.82
06/12/2018	55811756	Computer Products	34.80
06/12/2018	55811755	Computer Products	179.59
06/12/2018	55815568	Licences	14,845.60
06/20/2018	55845823	Computer Products	233.67
06/20/2018	55845828	Computer Products	260.80
06/25/2018	55873833	Computer Products	362.64
06/28/2018	55893295	Computer Products	376.36
Total GovConnection			16,596.28
Grunberg, Kirsten			
06/28/2018	62618CG	Reimbursement-Program Supplies	74.55
Total Grunberg, Kirsten			74.55
Gruppuso			
06/28/2018	18-203	Repair-Cooling Tower	603.89
06/28/2018	18-203	Repair-Cooling Tower	155.03
06/28/2018	18-203	Repair-Cooling Tower	520.12
06/28/2018	18-203	Repair-Cooling Tower	2.96
Total Gruppuso			1,282.00
Home Depot Credit Service			
06/12/2018	5130694	Wood	115.56
Total Home Depot Credit Service			115.56
Keane & Beane			
06/22/2018	37689	Legal Fees	367.50
Total Keane & Beane			367.50

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 07/03/18
 Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

Date	Num	Memo	Amount
LDI Color Toolbox			
06/20/2018	1414220	Supplies	641.00
06/28/2018	1418031	Printer Supplies	70.68
Total LDI Color Toolbox			711.68
Little Bits			
06/12/2018	83240	Tech Central Supplies	602.90
Total Little Bits			602.90
Lloyd, Joan			
06/12/2018	052518	Program-Crafts For A Cause	50.00
Total Lloyd, Joan			50.00
Lu, Kristen			
06/12/2018	5-15-18	Program-Adult Energy Healing Meditati...	75.00
Total Lu, Kristen			75.00
MCELDOWNEY, NICOLA			
06/13/2018	52618	Program-Puppet Playtime	280.00
Total MCELDOWNEY, NICOLA			280.00
Midwest Tape			
06/20/2018	96093902	Materials	58.48
06/20/2018	96093903	Materials	120.33
06/20/2018	96141937	Materials	122.93
06/20/2018	96141939	Materials	210.34
06/20/2018	96142270	Materials	0.00
06/20/2018	96157385	Materials	317.16
06/20/2018	96157387	Materials	48.76
06/20/2018	96104243	Materials	33.72
06/20/2018	96116541	Materials	0.00
06/20/2018	96119835	Materials	87.72
06/20/2018	96119837	Materials	97.86
06/20/2018	96119838	Materials	21.57
06/20/2018	96119839	Materials	9.99
06/28/2018	96177164	Materials	29.22
Total Midwest Tape			1,158.08
Mitchell's			
06/22/2018	10500	Subscription	4,256.20
Total Mitchell's			4,256.20
Multicultural Books and Video			
06/20/2018	18-0332B	Materials	95.75
Total Multicultural Books and Video			95.75
Nat'l Learning Corp.			
06/20/2018	0053883	Materials	659.20
Total Nat'l Learning Corp.			659.20
North State Mechanical			
06/25/2018	17004	Service-Cooling Tower	560.00
Total North State Mechanical			560.00
OLA CONSULTING ENGINEERS			
06/25/2018	37374	Will Boiler Replacement-Professional S...	1,164.76
Total OLA CONSULTING ENGINEERS			1,164.76
Omega Environmental Services			
06/25/2018	42223	Asbestos Monitoring	10,440.00
Total Omega Environmental Services			10,440.00
Oriental Trading			
06/20/2018	690363662-01	Supplies	7.95
06/20/2018	690363662-02	Supplies	741.35
06/20/2018	690428153-01	Supplies	149.26
Total Oriental Trading			898.56

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Panek-Harris, Julia			
06/12/2018	052518	Program-Sound Meditations	50.00
Total Panek-Harris, Julia			50.00
Petite Concerts			
06/12/2018	2018-00057	Program-Concert With Chi-Chi	250.00
Total Petite Concerts			250.00
Precision Microproducts Of America, Inc.			
06/20/2018	180749	Microfilm Reader	10,990.00
Total Precision Microproducts Of America, Inc.			10,990.00
Preferred Business			
06/20/2018	99932	Supplies	575.60
06/20/2018	99983	Printing Supplies	458.00
06/20/2018	99983	Printing Supplies	18.99
06/28/2018	100078	Printing Supplies	247.70
Total Preferred Business			1,300.29
Presedo, Vivian			
06/20/2018	61318	Reimbursement-Petty Cash	156.11
06/20/2018	61318	Reimbursement-Petty Cash	8.12
06/20/2018	61318	Reimbursement-Petty Cash	20.17
06/20/2018	61318	Reimbursement-Petty Cash	52.63
06/20/2018	61318	Reimbursement-Petty Cash	8.00
06/20/2018	61318	Reimbursement-Petty Cash	30.50
06/20/2018	61318	Reimbursement-Petty Cash	35.07
06/20/2018	61318	Reimbursement-Petty Cash	41.75
06/20/2018	61318	Reimbursement-Petty Cash	41.00
Total Presedo, Vivian			393.35
Quill Corp.			
06/22/2018	7784516	Cutter	56.99
06/28/2018	7891003	Supplies	109.98
Total Quill Corp.			166.97
Recorded Books			
06/20/2018	75789653	Materials	41.60
06/28/2018	75802363	Materials	41.22
06/28/2018	75802363	Materials	0.38
Total Recorded Books			83.20
Reserve Account-Pitney Bowes			
06/20/2018	31654692jun18	Reserve Account-Postage-Riv	500.00
06/20/2018	31654692jun18	Reserve Account-Postage-Will	500.00
Total Reserve Account-Pitney Bowes			1,000.00
S & S Worldwide			
06/12/2018	10238772	Supplies	670.04
Total S & S Worldwide			670.04
Safeguard Lock & Key			
06/12/2018	7659	Lock & Key Repairs	35.00
Total Safeguard Lock & Key			35.00
Scaringella Auto Repair			
06/12/2018	5418	Auto Repairs	334.61
Total Scaringella Auto Repair			334.61
Schall Hardware			
06/20/2018	16307	Hardware	176.52
Total Schall Hardware			176.52
Stanley Convergent			
06/20/2018	15585772	Maintenance	185.88
06/20/2018	15590585	Maintenance & Alarm Monitoring	655.16
06/20/2018	15591112	Maintenance & CCTV Monitoring	825.72

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 June 2018

Date	Num	Memo	Amount
Total Stanley Convergent			1,666.76
Sterling Sanitary Supply			
06/22/2018	AH5786	Monthly Lease	300.00
Total Sterling Sanitary Supply			300.00
The Metro Group			
06/20/2018	PI 559230	Repairs	315.00
06/20/2018	PI 553175	Cooling Tower-Monthly Service-4/1-4/30...	616.42
06/20/2018	PI 553175	Cooling Tower-Monthly Service-4/1-4/30...	100.00
06/20/2018	PI 553175	Cooling Tower-Monthly Service-4/1-4/30...	66.41
06/20/2018	PI 560061	Cooling Tower-Monthly Service-6/1-6/30...	782.83
Total The Metro Group			1,880.66
Thrive Reiki			
06/12/2018	12	Program-Mindful Monday	30.00
06/12/2018	18	Program-Mindful Monday	60.00
Total Thrive Reiki			90.00
Torres, Arnaldo			
06/25/2018	61918	Reimbursement-Program Supplies	239.95
06/28/2018	62518AT	Reimbursement-Program Supplies	25.11
Total Torres, Arnaldo			265.06
Utica National Insurance Group			
06/28/2018	6152018	Insurance	15,696.00
06/28/2018	6152018	Insurance	531.00
Total Utica National Insurance Group			16,227.00
Verizon			
06/12/2018	9143372191jun18	Phones/Alarm	150.24
06/13/2018	9143373015june18	Phone/Alarm	47.17
06/20/2018	9147931065jun18	Phone/Alarm	41.64
06/20/2018	9144109274jun18	Phone/Alarm	46.86
06/28/2018	9143372191jul18	Phones/Alarms	151.38
06/28/2018	9143373015jul18	Phones/Alarms	47.74
Total Verizon			485.03
Verizon Wireless			
06/13/2018	9806975080	Cell Phones	171.65
06/20/2018	9807805332	Cell Phones	377.16
06/25/2018	9808827320	Cell Phones	171.65
Total Verizon Wireless			720.46
WARREN PANZER ENGINEERS			
06/13/2018	9724462	Environmental Consulting Services-Boil...	1,050.00
Total WARREN PANZER ENGINEERS			1,050.00
WB Mason			
06/12/2018	I55134268	Supplies	551.87
06/12/2018	I55137166	Supplies	50.88
06/12/2018	I55176601	Supplies	109.49
06/12/2018	I55177304	Supplies	149.41
06/12/2018	cr5414000	Supplies	-50.84
06/20/2018	I55352009	Supplies	106.00
06/20/2018	I55684058	Supplies	457.30
06/20/2018	I55725120	Supplies	229.46
06/20/2018	I55741635	Supplies	38.60
06/25/2018	I55823160	Supplies	719.80
06/25/2018	I55823348	Supplies	359.40
06/25/2018	I55989251	Supplies	85.65
06/28/2018	CR5578700	Supplies	-31.01
06/28/2018	I56022895	Supplies	15.58
06/28/2018	I56061003	Supplies	11.70
06/28/2018	I56067768	Supplies	31.01
06/28/2018	I56067937	Materials	8.22
06/28/2018	I56102395	Supplies	48.29

10:09 AM
07/03/18
Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
June 2018

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Total WB Mason			2,890.81
Weaver, Alan			
06/20/2018	0518-13	Program-Computer Class Instruction	600.00
Total Weaver, Alan			600.00
Westchester Library System			
06/20/2018	052418-3	Windows Server Training	2,200.00
06/25/2018	61318	WEBS Seminar	500.00
Total Westchester Library System			2,700.00
Xerox			
06/12/2018	092976630	Copier	50.00
06/12/2018	092976630	Copier	45.00
06/20/2018	093296297	Maintenance Plan-Copier	95.00
Total Xerox			190.00
Yonkers Parking Authority			
06/25/2018	18-0573	Parking July-Sept. 2018	5,569.20
Total Yonkers Parking Authority			5,569.20
TOTAL			147,271.49

**YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2017-JUNE 30, 2018
CAPITAL FUNDS**

<u>C2099CP</u>		ORIGINAL AMOUNT	AMOUNT AVAILABLE 6/30/2018
510646	Will Ext. Construction	1,800,000	488,377
510647	Will Auditorium Improv.	55,000	49,990
510820	Library Books and other Materials	300,000	13
510821	Boiler Upgrades	60,000	12,734
510822	Computers & Library Equipment	47,000	47,000
510872	Library Books and other Materials	350,000	186,160
510873	Exterior - Will Branch	2,400,000	1,803,034
510874	Boiler Upgrades	568,000	568,000

**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2017-JUNE 30, 2018
 REVENUE**

Revenue Category	Budgeted Revenue <u>2017-2018</u>	Revenue Realized <u>7/1/2017-6/30/2018</u>
Fees & Fines	\$65,300	\$43,608
Rental of Property	11,160	14,778
Miscellaneous (Includes E-Rate)	41,050	28,952
Total Library Generated Revenues	<u>\$117,510</u>	<u>\$87,338</u>
State Funding	47,560	56,875
Grant:Montefiore Hudson Valley Collaborative, LLC	187,347	140,510
Transfer from City of Yonkers General Fund	9,497,773	9,497,773
Transfer from Library Fund	811,831	811,831
Total	<u>\$10,474,674</u>	<u>\$10,453,817</u>

BANK ACCOUNT INFORMATION
JUNE 2018

<u>BANK</u>	<u>RATE</u>	<u>ACCOUNT NAME</u>	<u>NUMBER</u>	<u>EXP.</u>	<u>TYPE</u>	<u>6/30/2018</u>	
<u>ENDOWMENTS AND TRUSTS</u>							
<u>SAUNDERS ENDOWMENT GOAL \$65,000</u>							
SUNNYSIDE FEDERAL SAVINGS & LOANS 1.60%		SAUNDERS BOOK FUND	4658	2/27/2019	14 MO. CD	75,074.78	
<u>JUTKOWITZ ENDOWMENT GOAL \$10,000</u>							
		STERLING NATIONAL BANK 1.85%	JOHN JUTKOWITZ THEATER FUND	5236	5/19/2019	14 MO. CD	10,673.86
<u>KOGAN ENDOWMENT GOAL \$5,000</u>							
SUNNYSIDE FEDERAL SAVINGS & LOANS 1.75%		DAVID S. KOGAN MEM FUND	1085514	8/24/2019	15 MO. CD	5,001.68	
<u>MURPHY ENDOWMENT GOAL \$5,000</u>							
		STERLING NATIONAL BANK 1.15%	RTIA G. MURPHY MEM FUND	5237	3/19/2019	12 MO. CD	5,507.13
<u>CHECKING ACCOUNT</u>							
		STERLING NATIONAL BANK N/A	YPL TRUST ACCOUNT	6700288970	----	CHECKING	4,482.10
<u>UNRESTRICTED ACCOUNTS</u>							
<u>CONTRIBUTIONS FUNDS</u>							
		SUNNYSIDE FEDERAL SAVINGS & LOANS 1.60%	CONTRIBUTIONS ACCOUNT	4659	2/27/2019	14 MO. CD	26,935.87
		STERLING NATIONAL BANK 2.25%	CONTRIBUTIONS ACCOUNT	5737	8/4/2019	14 MO. CD	61,953.14
		STERLING NATIONAL BANK 1.25%	CONTRIBUTIONS ACCOUNT	3481	7/29/2018	13 MO. CD	51,027.01
<u>CHECKING ACCOUNT</u>							
		STERLING NATIONAL BANK 0.01%	CONTRIBUTIONS ACCOUNT	6700289260	----	CHECKING	58,050.49

JOINT MANAGEMENT REPORT
JULY 2018

Budget. The FY19 operating budget was finally adopted by the City Council on June 13th, and all but \$51,000 was restored to the YPL requested amount. The capital budget includes funding for materials and the Will elevator project, but the CIP typically undergoes several additional reviews before it is adopted. We heard from several sources that the incredible outpouring of support for YPL throughout the budget cycle was a big factor in the restoration of our operating budget.

Façade (Phase I). As of this writing, Phase I is still not closed out but that action should happen very soon. The contractor is required to submit 'as-built' drawings to the architect, and that work is underway.

Façade (Phase II). All of the remaining concrete panels have been removed, and the exposed block walls have been waterproofed. All of the window caulking has been abated, and the new windows and terracotta panels are being fabricated. The new materials are expected to be delivered in late August, and the project is scheduled for completion in November.

Boiler Project. Bids were opened on June 15th, and the lowest responsible bid fell well within our budget for the project. Although contracts won't be exchanged for another few weeks, a kickoff meeting with the contractor was held on July 10th to get a jump start on the project.

Riverfront Stairs. The reconstruction of the main staircase at One Larkin Center is well underway and should be completed by mid-summer. The CoY Engineering Department is monitoring the work, and they are very pleased with the progress and the quality of the work.

Reading Buddies. This year's program at Riverfront got off to a strong start on July 10th and will run through August 15th. Branch Administrator Sandy Amoyaw arranged for Circulation Department staff to be on hand for library card sign-ups—approximately 175 new cards were distributed during the first two days of the program!

Girls Who Code. The second series concluded on July 9th. The second group was (by design) smaller than the first and the curriculum was more focused. The participants were able to design and complete the coding for a computer game centered on making healthy choices.

MEETINGS ATTENDED THIS PERIOD

6/15	Ed	Boiler bid opening @ Purchasing
6/18	Ed	E-content committee meeting @ White Plains
6/20-25	Ed	ALA annual conference, New Orleans
6/20	Susan	Webinar on disaster planning
	Susan	Anthony Bailey
6/21	Susan	PLDA monthly meeting @ WLS
6/22	Susan	Teen Talent Show
6/25	Susan	Homeless Day Program @ Westchester Disabled on the Move
6/26	Susan	Construction meeting @ Will
	Susan	CPCY board meeting
	Susan	Author event @ Yonkers Brewery

6/27	Susan	Matt Ford (Search for Change)
6/28	Ed & Susan	Thursday Lunch Club
7/2	Ed & Susan	Haifa Bint-Kadi
	Ed & Susan	Monthly meeting with Deputy Mayor
7/5	Ed & Vivian	Civil Service meeting with Victor Pacheco
7/9	Ed	Stage lighting consultant @ Will
7/10	Ed	Boiler kick-off meeting @ Will
	Ed	Governor's women's health summit @ Will
	Ed	Planning Department public hearing
7/11	Susan	PowerLab visit
7/12	Ed & Susan	Construction meeting @ Will
	Ed & Susan	Yonkers On The Move @ Will
	Ed & Susan	Corporate Fun Run @ Purchase College
7/16	Susan	Kiana Letsinger (Search for Change)
	Ed & Susan	Rebecca Mazin meeting
	Susan	IT Department Head meeting
7/17	Susan	Monthly Branch Administrator meeting
	Susan	Daylighting focus group

YONKERS PUBLIC LIBRARY

CIRCULATION STATISTICS

June 2018

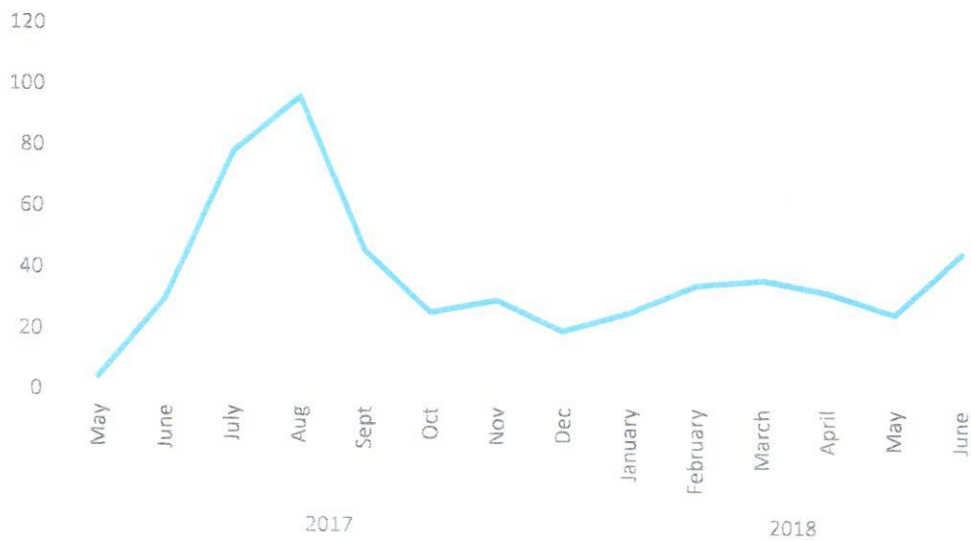
**Museum
Passes
Check-Outs**

	<u>2017</u>	<u>2018</u>	<u>Dev.</u>	<u>%</u>	
Days of Service	30	30			
RIVERFRONT LIBRARY					19
Adult	12,152	12,613	461		
Children's	5,301	5,289	(12)		
Total Riverfront Circulation	17,453	17,902	449	2.57%	
GRINTON I. WILL BRANCH					18
Adult	23,363	21,904	(1,459)		
Children's	11,170	10,886	(284)		
Total Will Circulation	34,533	32,790	(1,743)	-5.05%	
CRESTWOOD BRANCH					9
Adult	3,256	4,136	880		
Children's	1,327	1,894	567		
Total Crestwood Circulation	4,583	6,030	1,447	31.57%	
E-Content (All Branches)	6,195	6,294			
TOTAL CIRCULATION					46
Total Current Month	67,529	63,016	(4,513)	-6.68%	
Total Previous Months	<u>347,874</u>	<u>300,518</u>	<u>(47,356)</u>	<u>-13.61%</u>	
Total Year to Date	415,403	363,534	(51,869)	-12.49%	

Museum Passes

Year	Month	Checked Out	
2017	May	4	
	June	30	
	July	78	
	Aug	96	
	Sept	46	
	Oct	26	
	Nov	30	
	Dec	20	
	2018	January	26
		February	35
March		37	
April		33	
May		26	
June		46	
Total		533	

Museum Passes Checked Out



Print vs. AV by Branch - June 2018

	Print	AV	Total
Riverfront	11127	6775	17902
Will	23473	9317	32790
Crestwood	4749	1281	6030
Total	39349	17373	56722

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**Print vs. AV by Branch
June 2018**



Adult Print vs. AV by Branch - June 2018

	Print	AV	Total
Riverfront	6806	5807	12613
Will	14317	7587	21904
Crestwood	3147	989	4136
Total	24270	14383	38653

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0

**Adult Print vs. AV by Branch
June 2018**



Juvenile Print vs. AV by Branch - June 2018

	Print	AV	Total
Riverfront	4321	968	5289
Will	9156	1730	10886
Crestwood	1602	292	1894
Total	15079	2990	18069

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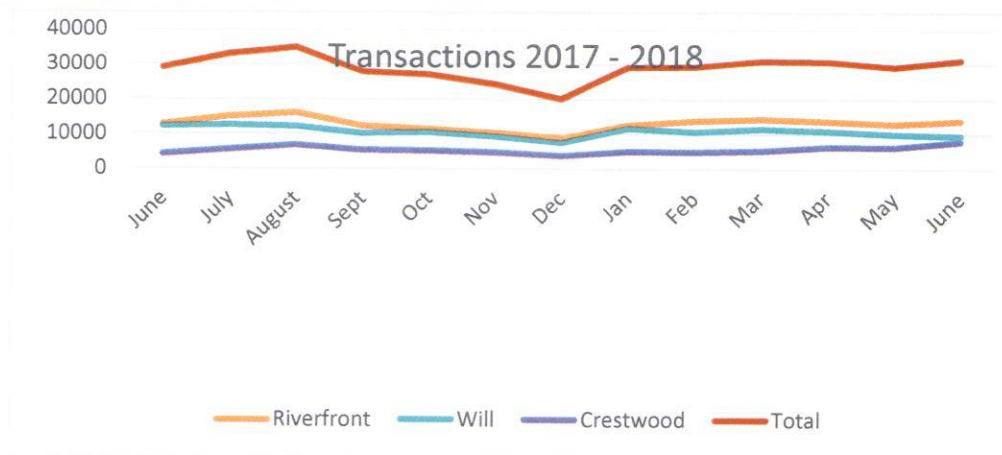
**Juv Print vs. AV by Branch
June 2018**



Yonkers Public Library

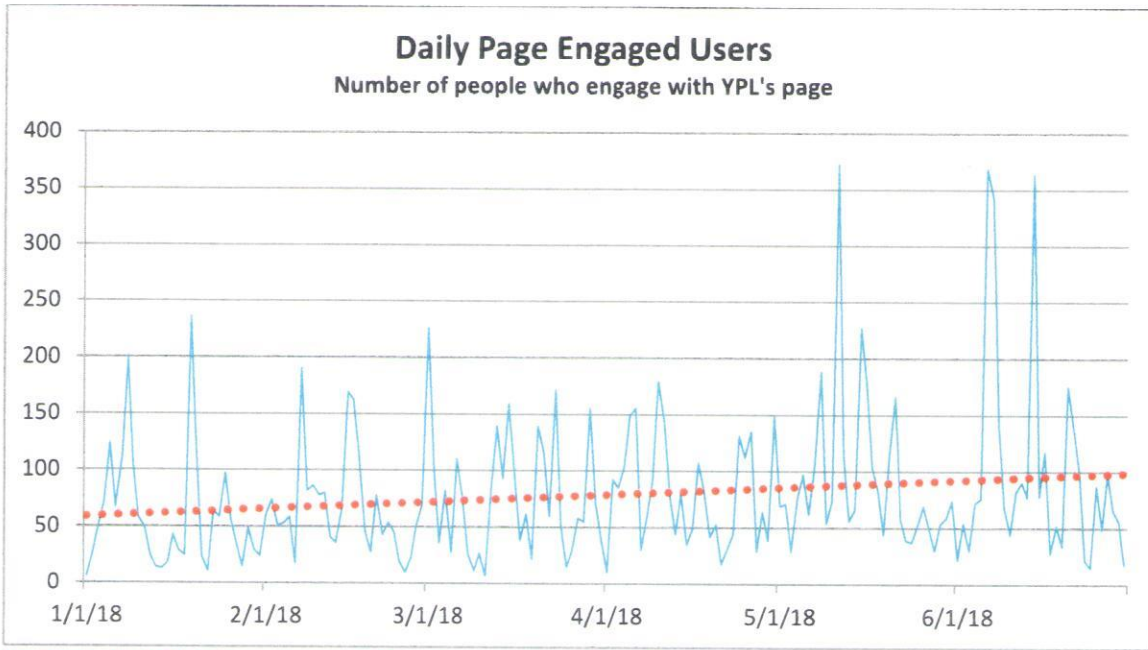
STATISTICS - PATRON TRANSACTIONS June 2018

	May 2018	June 2018
RIVERFRONT LIBRARY		
Circulation	4,671	5,184
Directional/Other	6,072	6,458
Reference	2,276	2,290
Total	13,019	13,932
GRINTON I. WILL BRANCH		
Circulation	5,729	5,204
Directional/Other	2,052	1,873
Reference	2,156	2,364
Total	9,937	9,441
CRESTWOOD BRANCH		
Circulation	2,899	3,439
Directional/Other	1,162	1,425
Reference	2,245	3,018
Total	6,306	7,882
TOTALS		
Current Month	29,262	31,255
Previous Months	-	374,388
Year to date June 2017-June 2018		377,939

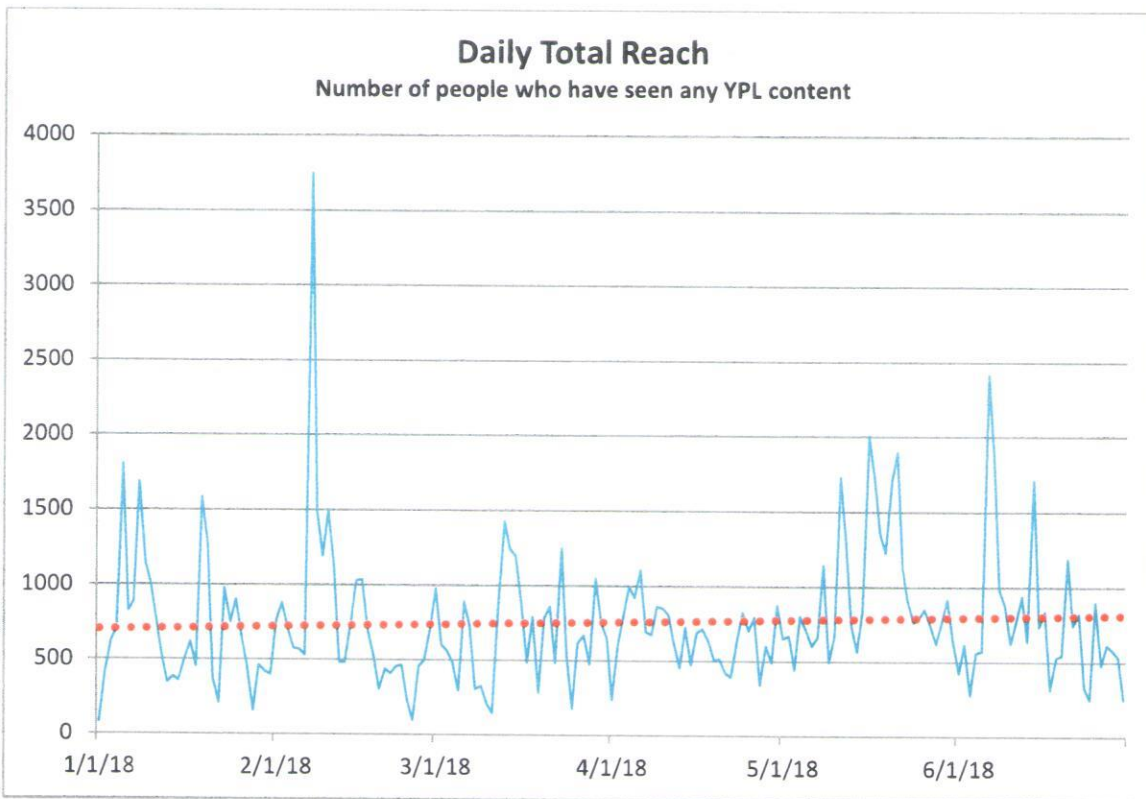


Social Media Statistics
June 2018

FACEBOOK
Snapshot

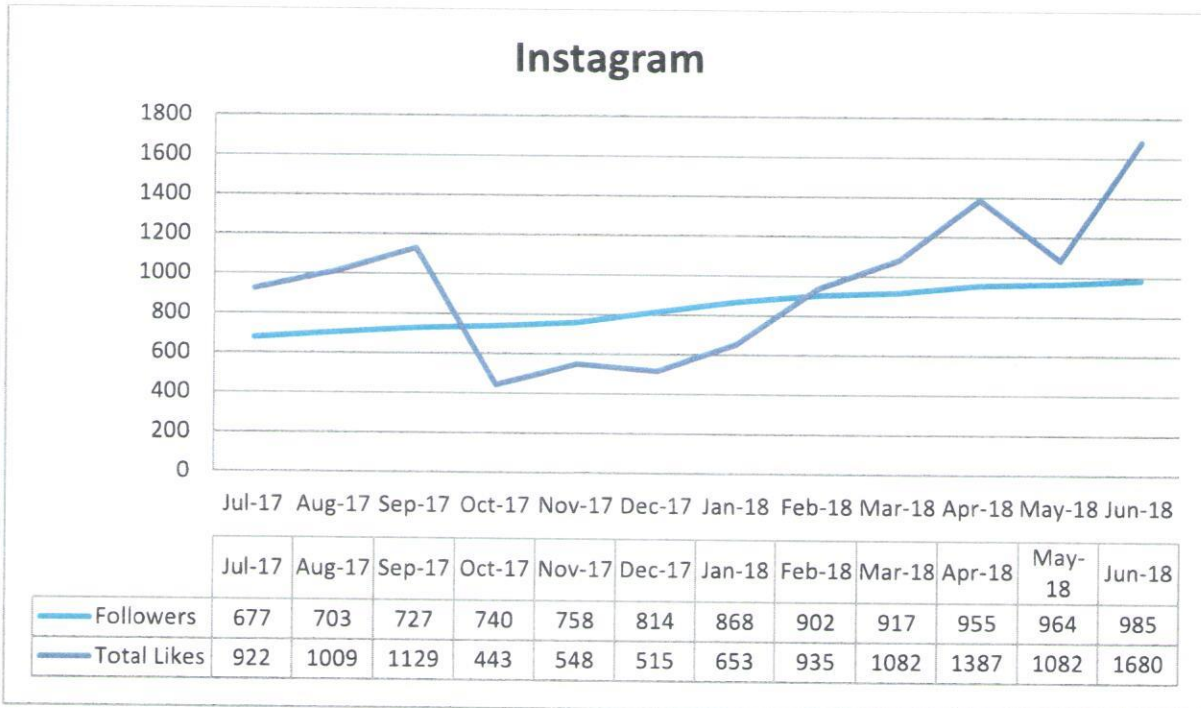
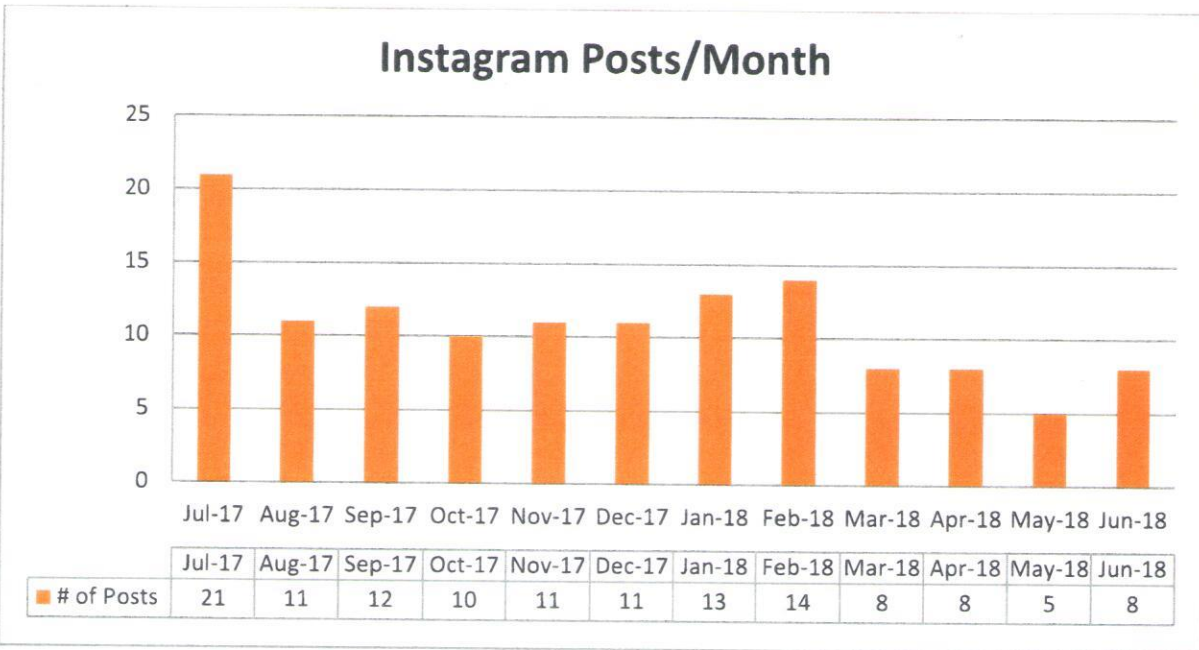


INSIGHT: IS YPL'S ENGAGEMENT RATE INCREASING OVER TIME



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

INSTAGRAM
Snapshot



CONSTANT CONTACT

June Newsletters

Date	Campaign Name	Total Sent	Open Rate	Total Unique Opens	Total Unique Clicks	Total Unsubscribes
June 13	Summer Reading	11,449	21%	2,178	86	11
June 22	July 5 Gallery Hop	14,953	14%	1,950	77	17
June 27	Thank you for Budget Support	11,330	24%	2,565	31	15

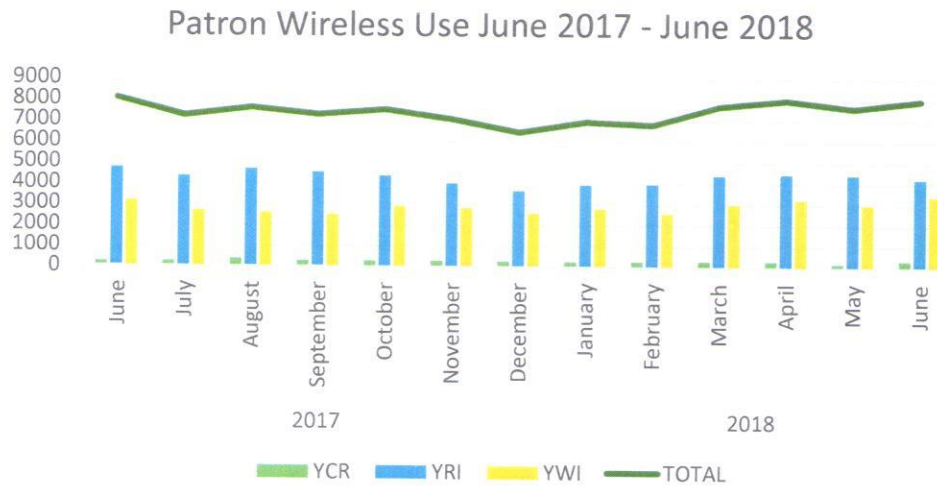
Opens by device:

Mobile: 40.3%

Desktop: 59.97%

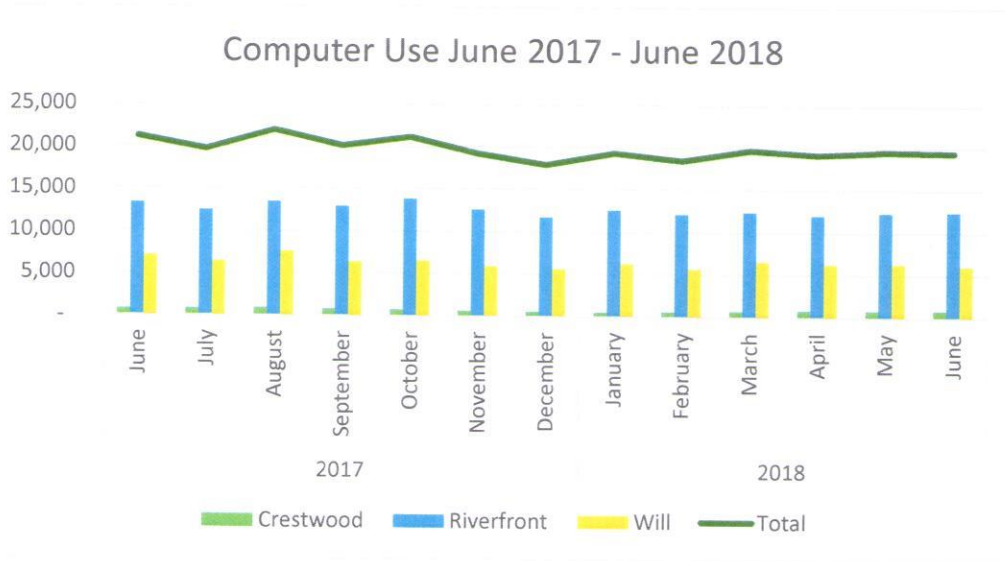
Patron Wireless Use

		YCR	YRI	YWI	TOTAL
2017	June	203	4688	3163	8054
	July	228	4314	2682	7224
	August	350	4651	2598	7599
	September	256	4509	2524	7289
	October	267	4336	2921	7524
	November	276	3979	2818	7073
2018	December	250	3620	2578	6448
	January	239	3917	2793	6949
	February	264	3958	2588	6810
	March	295	4381	3028	7704
	April	287	4466	3262	8015
	May	174	4438	3018	7630
	June	331	4239	3427	7997



Public Computer Use - June 2018

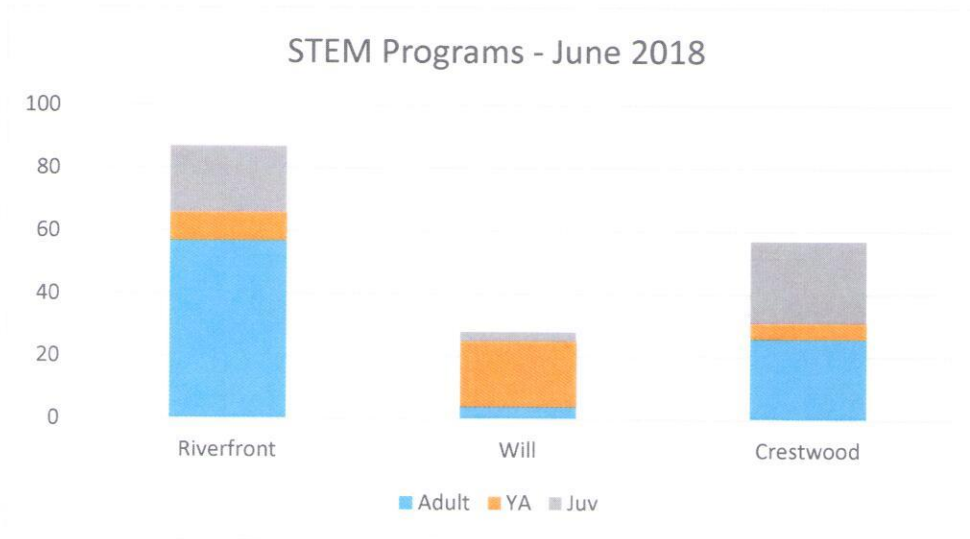
		Crestwood	Riverfront	Will	Total
2017	June	739	13,291	7,173	21,203
	July	797	12,434	6,495	19,726
	August	911	13,429	7,642	21,982
	September	775	12,898	6,439	20,112
	October	707	13,860	6,604	21,171
	November	637	12,603	5,975	19,215
2018	December	559	11,714	5,674	17,947
	January	472	12,559	6,303	19,334
	February	615	12,124	5,730	18,469
	March	709	12,400	6,600	19,709
	April	836	11,996	6,337	19,169
	May	818	12,358	6,386	19,562
	June	873	12,448	6,133	19,454



STEM Programs - June 2018

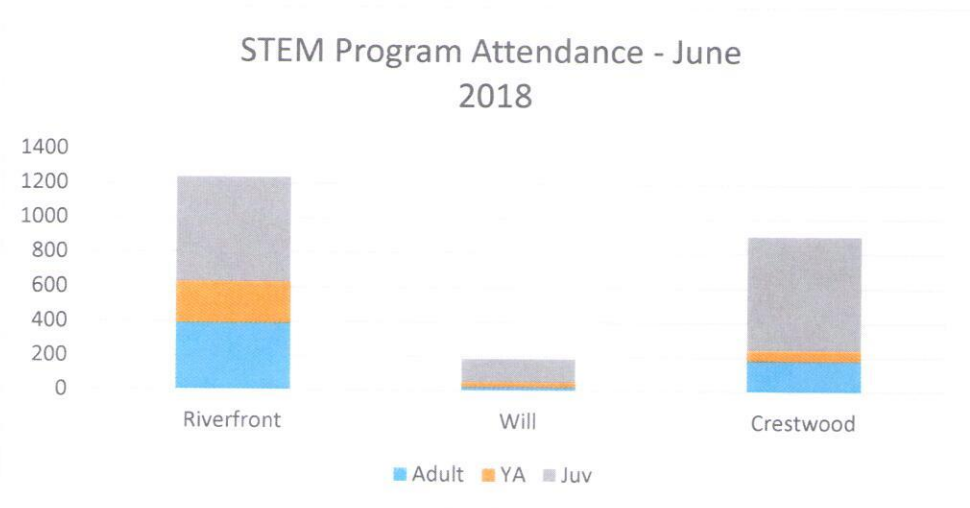
Sessions

	Adult	YA	Juv	Total
Riverfront	57	9	21	87
Will	4	21	3	28
Crestwood	26	5	26	57
Total	87	35	50	172



Attendance

	Adult	YA	Juv	Total
Riverfront	392	237	606	1235
Will	24	29	135	188
Crestwood	184	60	658	902
Total	600	326	1399	2325



YONKERS PUBLIC LIBRARY

PERSONNEL REPORT JULY 1, 2018

<u>Element Number & Category</u>	<u>Total # of Positions</u>	<u>Positions Filled</u>	<u>Positions Vacant</u>
<u>7410 Administration</u>			
Professional	2	2	0
Clerical	8	6	2
<u>7411 Technical Processing</u>			
	4	3	1
<u>7412/13 Maintenance</u>			
	17	15	2
<u>7412/13/14 Public Service</u>			
Professional	38	33	5
Clerical	<u>37</u>	<u>30</u>	<u>7</u>
TOTAL	106	89	17



Edward Falcone
Library Director

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

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Adobe InDesign	Adult	YES		13
1	Andrus Healthy Families Tour	Adult			65
1	Arch for Kids - Minecraft	JUV	YES		47
5	Babies and Books	JUV			167
1	Baby Signing Time	JUV			34
3	Beginners Yoga	Adult			38
4	Bilingual Storytime	JUV	YES		94
4	Brian Harrod Interviews	Adult	YES		18
1	Bubblemania	JUV	YES		134
1	Celebrate Immigrant Heritage Month with a movie: The Visitor (PG-13)	Y/A			0
1	Coloring for Adults	Adult			5
1	Cornell Academy (YPS) Class Visit	JUV		YES	24
1	Cornell Academy (YPS) Tech Central Class Visit	JUV	YES	YES	24
1	Eat Smart New York - Healthy Eating	Adult			10
1	Father's Day Celebration	JUV			10
1	First Thursday Gallery Hop	Adult			15
1	Fortnite (Phil Vasari, YPS)	JUV	YES		12
1	Fun Friday for Tweens	JUV	YES		9
1	Fun Photo	JUV	YES		11
3	Gaming thursday	Y/A	YES		41
1	Genealogy Club	Adult	YES		6
2	Girls Who Code	JUV	YES		18
1	Google Docs & Drive	Adult	YES		3
8	Homework Helper	JUV			44
1	Intermediate Excel 2013	Adult	YES		5
3	Internet Basico	Adult	YES		11
1	Internet for Beginners	Adult	YES		6
1	Intorduction to PowerPoint I	Adult	YES		7
1	Introduction to 3D Printing	Adult	YES		9
1	Introduction to Excel I	Adult	YES		5
1	Introduction to Microsoft Access	Adult	YES		7
1	Introduction to Photoshop	Adult	YES		9
1	Introduction to PowerPoint II	Adult	YES		2
1	Introduction to Windows 7	Adult	YES		7
2	Introduction to Word	Adult	YES		13
1	iPad Basico	Adult	YES		3
5	Job Search Coach	Adult	YES		42
1	Juneteenth Picnic at the Garden	Y/A			3
5	Knitting/Crocheting Workshop	Adult			74
1	Laser Cut It!	Y/A	YES		17
1	Learn to Brew	Adult	YES		9
1	Legorama Club	JUV	YES		23
2	Literacy Solutions NY: Basic Classes	Adult			25
3	Literacy Solutions NY: Citizenship Classes	Adult			26
3	Literacy Solutions NY: Intermediate Classes	Adult			29
1	Literacy Solutions NY: Learning Center	Adult	YES		71
56	Literacy Solutions NY: Tutors	Adult			122
1	Make your own salad! / ¡Haga su propia ensalada!	JUV	YES		30
1	Microsoft Office Cross-Training	Adult	YES		8

1	Microsoft word basico	Adult	YES		3
1	MLK Kindergarten storytime/class visit	JUV		YES	56
1	Movie: Call Me By Your Name	Adult			24
1	Movie: Commuter	Adult			35
1	Movie: Daddy's Home 2	Adult			45
4	National External Diploma Program	Adult	YES		11
1	Photo Green Screen	Y/A	YES		21
1	Point & Click	Adult	YES		3
4	Preschool Playdate	JUV			99
1	Puzzle Fun for Kids	JUV	YES		15
1	Riverfront Book Club	Adult			8
1	Scavenger Hunt / Búsqueda de tesoros	JUV			36
1	Senior Law Day	Adult			100
1	Sew Amazing!	Adult			10
1	Social Media	Adult	YES		2
1	Summer Reading Teen Kick-Off Party	Y/A	YES		115
4	Talent Show Rehearsals	Y/A			45
12	TASC	Adult	YES		74
3	Tech Drop-In	Adult	YES		9
1	Tech for Seniors	Adult	YES		8
1	Teen Smoothie Bar Party	Y/A	YES		22
1	Teen Talent Show	Y/A			200
4	Toddler Time	JUV			119
3	Windows Basico	Adult	YES		11
2	Word Wednesday	Y/A	YES		21
6	Yonkers Montessori Academy (YPS) Class Visits	JUV		YES	208
6	Yonkers Montessori Academy (YPS) Tech Central Visits	JUV	YES	YES	189
1	Yonkers Pride Parade Outreach	Adult			60
1	Yonkers Reentry Panel Outreach	Adult			18
1	YPS Social Studies training (D. Bartz)	Adult	YES		17
2	Zumba	Adult			46
1	Zumba for Kids	JUV			40

STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
87	1235	15	501

	<u>Sessions</u>	<u>Attendance</u>
Adult	143	1147
Y/A	16	485
JUV	54	1443

Total Regular Library Programming

213

3075

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
1	Andrus Community Services: Healthy Families	25	
1	Autism Project/FLOS Meeting	6	
1	Billye Jones Consulting: Continuing Education for Social Workers	6	\$50
1	Brahma Kumaris: International Day of Yoga	18	
1	Chi Eta Phi Meeting	14	
1	City of Yonkers Workforce Development: Summer Youth Employment Orientation	150	
1	CLUSTER Board Meeting & Reception	11	
1	CLUSTER Summer Day Camp Orientation	25	
1	Community Housing Innovations: First Time Homebuyer Orientation	150	
1	Community Planning Council Board Meeting	11	
1	County Executive Latimer: Shared Services Public Hearing	16	
1	County Legislator Chris Johnson: Earned Sick Leave Roundtable Discussion	22	
1	County Legislator Chris Johnson: Leaders Meeting	30	
1	Family Services of Westchester: Camp Success Parent Orientation	30	
1	Family Services Society of Yonkers: Kinship Support Program (Spanish)	6	
1	Family Services Society of Yonkers: Youth Empowered for Success	13	
1	Federal Reserve Bank of New York: Investing in America's Workforce Listening Session	9	
1	Fidelis Care Meeting	9	
1	Gamma Phi Delta	11	
1	Horizon Healthcare Staffing: School Nurse Training	19	\$100
1	India Center of Westchester: Swaranjali Vocal Music Class Show	200	\$400
1	Institute of Reading Development: Fordham University Summer Reading Program	11	\$75
1	Israelite Church of God in Jesus Christ: Revealing the 12 Tribes of Israel	12	
1	JCY Westchester Community Partners: Summer Reading Buddies Volunteer Orientation	80	
1	Liga de Yonkers Soccer League Meeting	7	
1	Local 628 Firefighters Meeting	9	
5	Mexican Consulate General of New York: Consulate on Wheels	465	
4	MTA Explorers	40	
1	MVP Healthcare Medicare Information Session	12	\$25
1	My Sister's Keeper: Real Housewives of the Kingdom	86	\$75
1	National Council of Negro Women	13	
1	Nowordski Foundation: CAST Charter School Presentation & Painting Workshop	35	
1	NYCD16 Indivisible	136	
1	NYS Small Business Development Center: Ven y Conoce Los Servicios Que Estan A Tu Disposicion	26	
1	One Stop Career Center Counseling	6	
1	Oromo Diaspora Association Community Meeting	10	
1	Pace University Affordable Housing Opportunity Roundtable	13	
2	Relative Caregivers Support Group	10	
1	Richmond Community Services Meeting	15	
1	SAUVER Teen Talk Show	6	
1	SEIU Local 1199 Union Meeting	12	
1	Self Advocacy Association of New York Group Meeting	16	
1	Self Advocacy Association of New York Meet & Greet	30	
1	Sister to Sister International Membership Meeting	25	
5	Sister to Sister International STEAM Camp	98	
1	Sister to Sister International STEAM Camp Parent Orientation	25	
1	Smiley Faces Day Care: CPR Training	11	\$50
1	St. John's Riverside Hospital: Sexual Health Chat & Chew: HIV & PrEP Awareness	42	
1	Tuzantlan Somos Todos Community After-School ESL Tutoring	10	
1	US Small Business Administration: Emerging Leaders 2018	34	
1	USWU Local 1145 Union Meeting	28	
1	VOCAL NY Westchester Chapter Meeting	11	
1	Westchester Disabled On the Move: ACCES-VR Orientation	10	
1	Westchester Rent Guidelines Board Public Hearing	46	
1	WJCS: ACS Recognition & Award Ceremony	96	
1	YMCA Youth Development Graduation	36	
1	Yonkers African-American Heritage Committee Juneteenth Wrap-Up Meeting	14	

1	Yonkers African-American Heritage Committee: Juneteenth Economic Education Symposium	39	
1	Yonkers African-American Heritage Committee: Juneteenth Youth Night	152	
1	Yonkers Coalition for Youth Meeting	35	
1	YPIE Student Meeting	13	
1	YPS Annual Student Art Show Reception	190	
1	YPS Martin Luther King Jr. Middle School Graduation & Reception	252	
1	YPS My Brother's Keeper Workshop	32	
1	YPS Parent Summer Reading Workshop	35	
1	YPS Reading Professional Development Workshop	39	
1	YPS Scholastic Academy Graduation & Rehearsal	300	
1	YPS Social Studies Regents Training	21	
1	YPS Special Education Professional Development Workshop	15	
1	YPS Test Coordinator Meeting	32	
1	YPS Yonkers Afterschool Academies (YASA) Showcase	400	

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	83	3872
GRAND TOTAL PROGRAMMING	296	6947

**Yonkers Public Library
Grinton I. Will Branch
ACTIVITIES REPORT - JUNE**

REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Dental Storytime	Juv			46
1	Celbrate Hot Air Balloon Day	Juv			34
2	Chess Club	Juv			7
1	Lego Club	Juv	Yes		25
1	Amazing Repitles	Juv	Yes		46
1	Bilingual Story Time	Juv			18
1	Musical Story Time with Gigi	Juv			56
1	Bubble Mania-Summer Reading Kick Off	Juv	Yes		64
1	Story Time with Signing	Juv			28
4	Crochet Club	Adult			40
1	WEBS Career Counseling	Adult	Yes		6
5	Bridge Club	Adult			88
10	Senior Benefit Information Center	Adult			9
3	Friends of YPL	Adult			525
1	Sing Memorable Songs	Adult			40
2	Movies at the Will	Adult			47
4	String Instrument Meet Up	Adult			15
2	Sew Amazing	Adult			11
3	Coloring for Teens	Y/A			6
4	Teen Tech	Y/A			4
4	Word Puzzle	Y/A			4
4	Gaming Thursdays	Y/A			8
3	Brain Breaker	Y/A			6
1	Teen Advisory Group	Y/A			13
1	Sew Amazing	Y/A			10
20	Electronics	Y/A	Yes		20
20	YA Groups, AHRC, Day Break, Another Step	Y/A			517
1	Video Game Coding	Y/A	Yes		9
1	Intro to Internet	Adult	Yes		1
1	Kindle Class	Adult	Yes		2
1	Technology for Seniors	Adult	Yes		15

STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
28	188	0	0

	Sessions	Attendance
Adult	35	799
Y/A	61	597
JUV	10	324

Total Regular Library Programming 106 1720

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
1	Little Radical Theatrics	34	
4	Board of Education	744	
1	National Association of Letter Carriers	20	
1	Jim Pyle Piano Recital	25	\$250
1	Yonkers Police Dept	80	
2	Yonkers Historical Society	12	
2	All Stars Theater	325	\$500
1	Star Talk	10	
1	US Census Bureau	5	
5	Board of Elections	240	
1	Teacher Center	10	
1	Nami	7	
1	CSEA	12	
1	Writers' Workshop	10	
1	American Women Muslim Association	25	
1	La Leche League	8	
1	SEIU 704B	35	
1	Brandeis Womens Club	15	
2	Toastmaster's	12	
1	National Stuttering Association	3	
1	Yonkers Philharmonic Society	12	
1	Bronxville Paranormal	5	
1	Gramatan Hills Association	15	
1	Score	8	
1	Montefiore Diabetic Seminar	10	
1	Westchester's Black Women's Political Caucus	10	
1	Driver's Safety	20	\$50
1	Babywearing Internations	15	
1	Aquehung Democratic Club	47	
1	Housing Action Council	29	
1	Empire Safety Driving Program	30	\$50
1	Yonkers Housing Authority	40	
1	US Coast Guard	6	
1	Greentree Condo	25	\$50
1	Enrico Fermi Scholarship Committee	8	
1	Sunnybrook Gardens	25	\$50
11	Little Learners -Yonkers Parks Dept	650	
20	Senior Center- Yonkers Parks Dept	440	

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	77	3,027
GRAND TOTAL PROGRAMMING	183	4,747

**Yonkers Public Library
Crestwood Branch
ACTIVITIES REPORT - JUNE**

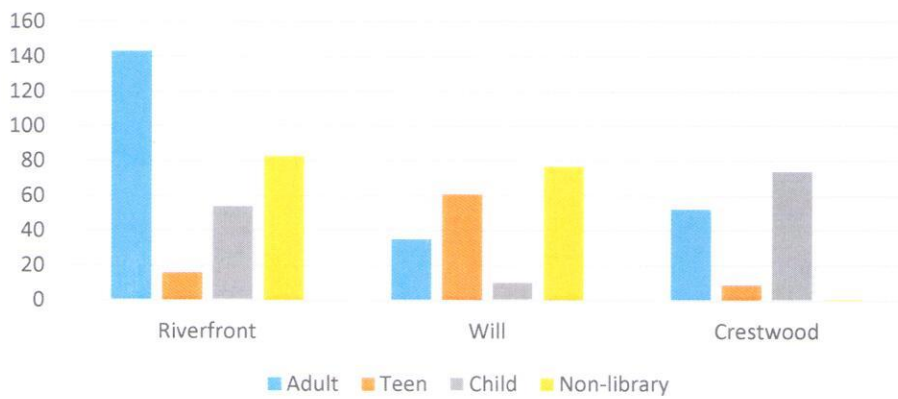
REGULAR LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Tech Drop-In Audiobooks	Adult	Yes		14
1	Tech Drop-In: Kanopy	Adult	Yes		14
1	Tech Drop-In: DuoLingo	Adult	Yes		11
1	Tech Drop-In: Find Your Next Great Books	Adult	Yes		18
1	Tech Drop-In: Instagram	Adult	Yes		12
1	Tech Drop-In: Freegal	Adult	Yes		10
5	News & Brews	Adult			143
5	PC Cruisin'	Adult	Yes		55
3	Sing Memorable Songs: Crestwood Crooners	Adult			23
4	Color at Crestwood	Adult			48
3	Mah Jong	Adult			12
1	Crestwood Reiki Experience	Adult			12
3	Word Wednesdays	Adult	Yes		23
2	Non-Pretzel Yoga	Adult			24
3	Yoga for Yogis	Adult			37
2	Mindful Mondays	Adult			26
1	Adult Summer Reading Kick-Off BBQ	Adult			100
1	Crestwood Book Club	Adult			13
1	Relax and Restore Sound Meditation	Adult			20
1	School 15 Parent Summer Reading Workshop	Adult	Yes		12
11	Help Desks	Adult	Yes		15
1	Tech Drop-In: Tumblebooks	Juv	Yes		22
3	Tech Drop-In: Hour of Code	Juv	Yes		13
1	Tech Drop-In: 3-D Printing	Juv	Yes		17
3	Crestwood Literary Lego Cub	Juv	Yes		53
1	Saturday Storytime	Juv	Yes		18
5	Crestwood Cinema	Juv			74
12	Homework Helper	Juv			79
6	Music & Merriment	Juv			346
3	Chess at Crestwood	Juv	Yes		24
1	Storytime with Signing	Juv			10
1	Discovery Storytime	Juv	Yes		10
1	Paws for Reading	Juv			32
2	Dance with Daphne	Juv			125
1	Amazing Aesop's Fables	Juv			10
3	Sew Much Fun: Dollmaking	Juv	Yes		59
1	National Chocolate Ice Cream Day	Juv	Yes		60
1	Homeschool Science Fair	Juv	Yes		65
1	How are You Peeling	Juv	Yes		18
1	Public Speaking with Ease	Juv			13
1	Summer Reading Kick-Off Activities	Juv	Yes		34
1	Children's Summer Reading BBQ	Juv			80
1	Summer Reading Kick-Off Rock Show	Juv	Yes		45
1	Teddy Bear Picnic	Juv	Yes		57
1	Zoo Party	Juv	Yes		62
1	National Photo Day	Juv	Yes		17
1	Art & Science of Dance in Motion with Paige Fraser	Juv	Yes		65
1	Class Visit to Crestwood Library School 15	Juv	Yes	Yes	19
18	Class Visits to School 15-Summer Reading Outreach	Juv		Yes	576

Yonkers Public Library Programs - JUNE 2018

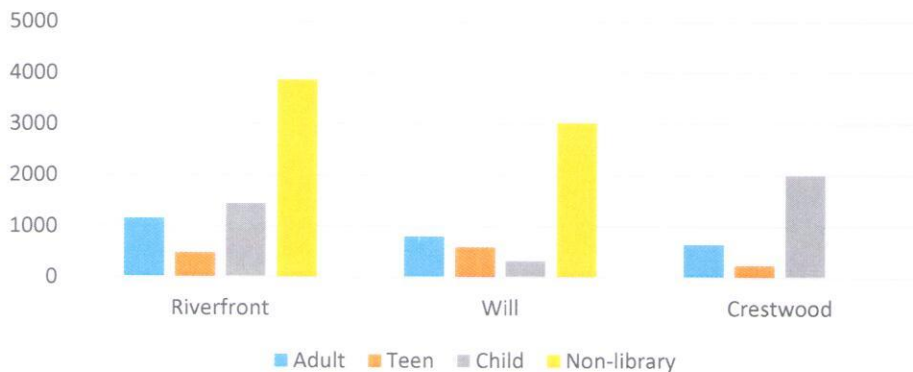
	Number of Programs			
	Riverfront	Will	Crestwood	Total
Adult	143	35	52	230
Teen	16	61	9	86
Child	54	10	74	138
Non-library	83	77	1	161
Total	296	183	136	615

Programs - June 2018



	Attendance			
	Riverfront	Will	Crestwood	Total
Adult	1147	799	642	2588
Teen	485	597	243	1325
Child	1443	324	2003	3770
Non-library	3872	3027	9	6908
Total	6947	4747	2897	14591

Program Attendance - June 2018



Programs One-Year Comparison

PROGRAMS

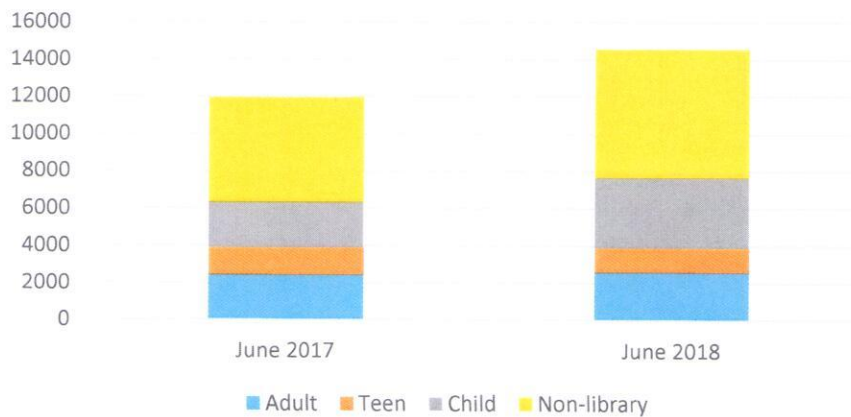
	June 2017	June 2018
Adult	185	230
Teen	49	86
Child	83	138
Non-library	168	161
Total	485	615

Programs



	June 2017	June 2018
Adult	2435	2588
Teen	1482	1325
Child	2414	3770
Non-library	5643	6908
Total	11974	14591

Attendance



QUARTERLY REPORT APRIL, MAY, AND JUNE 2018

In addition to providing books and services to help the growth of individuals and communities, the Riverfront Library offers a venue for people from all backgrounds to come together for discussion, learning and debate. The Library has been a haven for patrons of all ages and from all walks of life for more than 125 years, providing much needed programs and resources that improve lives and strengthen communities. As this report details, patrons throughout the city of Yonkers rely on the Riverfront Library to access the tools and information they need to succeed and thrive in today's world.

Highlights of programs during the quarter are listed here under headings drawn from the Library's strategic plan.

Reference/Adult Services Department

The first Senior Law Day was a success thanks to Adult Services Librarian Mary Robison. Mary spent countless hours writing emails, and making phone calls determining program content, and creating conference materials. The feedback from patrons was extremely positive.

The Riverfront Library often looks at our community to determine services needed. In these times, we pride ourselves as a welcoming place for newcomers, as we take it as part of our mission to welcome, and provide opportunities, to those who need most, including new immigrants, non-native English speakers, and others who seek the tools they need to contribute to our society. To meet the growing demand for English Language Instruction, Arnaldo Torres coordinated an 8-week English Conversation Class with ESL instructor Jenny Santana. Participants gained confidence in speaking English and improved their conversational skills.

The Riverfront Library's proctoring service has become increasingly popular as students continue to enroll in online education. Phyllis Cole, Alice DeWaters, and Aurora Cruz have recently scheduled and proctored many of these exams. A grateful professor from one of the colleges wrote, *"It is a crucial service that libraries offer and I have found librarians to be very dedicated and trustworthy proctors."*

The 16th annual Teen Talent Show was made possible once again by the efforts of Elyse Schreiber and Arnaldo Torres, who auditioned and coached the dancers, singers, and musicians, as well as solicited money and prizes from the local merchants.

The Riverfront Library kicked off its annual Summer Reading challenge for teens with a celebration that featured programs, games, and fun activities, proving to teens the accuracy of this year's theme, *"Libraries Rock!"*

The Library offers an array of innovative and engaging tech programs for kids, adults, and teens through its Tech Central programs, including *3D printing*, *Graphic Design* and *Coding*. The Maker Lab at Tech Central offers patrons access to tools and workshops that help them design and create various kinds of objects. Workshops help participants develop digital design and fabrication skills and serve as an entry point into careers in advanced manufacturing. While some libraries' Maker Spaces charge per classes or for membership, the Riverfront Library's Maker Lab is free. All you need is a Library card and some curiosity.

Children's Department

The Riverfront Children's Department continued during the quarter to demonstrate their commitment to and passion for public service. Of late, many Hispanic families have been attending our Children's Department programs. Due to this major increase, it is often necessary to have a bilingual staff member at the front desk to attend to their interests and needs.

Special thanks are due to Kirsten Grünberg for her collaboration with Lisa Reyes, a reporter from News 12 Westchester. They read to the kids during one of Kirsten's Bilingual Story times. Lisa Reyes read the classic *Curious George* to the kids.

Weekly *Story Times* were offered for children aged 0-18 months, 18 months-3 years, 3-4 years, and 4-6 years. A *Baby Signing Time* program was also offered for children ages 0-18 months. The program allows pre-verbal babies to learn sign language.

The Department hosted its second annual *Cinco de Mayo* program, which included a quartet of traditional Mexican musicians, a children's dance performance, food, piñatas and crafts made by the kids. It was a huge success.

Great news about the Children's Department's 1000 Books before Kindergarten program – We congratulate Esmeralda Ondernoire Quiles, the first kid to read 1000 books before kindergarten. We have so far registered over 300 kids in the program.

Schools visiting the Library during the quarter included Cedar Place, Paideia 2, Martin Luther King, Neighbor's Link, and the Yonkers Children's Place Nursery.

Kids took "bookface" pictures at the Library by using a book cover that matches a body part in *the Fun Photo* program. They could also make a collage with pictures to tell a story.

The Children's Department Summer Reading program kicked off with a celebration featuring Bubble Artist Casey Carle, called Bubble Mania Comedy with a Drip. The program engaged the children and inspired them for the impending reading challenge.

Circulation Department

The Circulation Department is responsible for checking books and other materials in and out of the Library, for handling fines, and for providing assistance with basic directional information questions. They also assist with our outreach programs, bringing our educational services beyond the building and out to the community. The Department is currently assisting the Adult Services Librarians in the summer weeding project. Our outreach programs continue to assist our new immigrants and non-native English speakers.

Professional Development and Special Projects

Library Staff members attended the following meetings and workshops during the quarter:

Tara Somersall and Christine Bitetti attended the Urban Librarians Unite Conference at the Brooklyn Public Library.

Aurora Cruz attended the Spanish Book Fair and the WLS *Libraries Serving Latinos* meeting.

Tara Somersall and Kirsten Grunberg attended the workshop *"Building Bridges Not Walls: The Library's Role in Supporting Multicultural Communities"* at the New York Public Library –Bronx Library Center.

Elyse Schreiber learned new skills in an Effective Workplace Communication webinar.

Phyllis Cole updated the *Free Help with Resumes* bookmark and created a useful flyer on job opportunities at the Westchester County Parks.

Aurora Cruz translated the *Museum Pass* flyer into Spanish

Arnaldo Torres created a brochure highlighting our *LGBT* collections.

Staff Honors

The following staff members received compliments from patrons for their work in the Library and for creating a positive and motivating work environment: Phyllis Cole, Ana Gantzer, Nina Smith and Arnaldo Torres. John Favareau responding to an e-mail sent from a woman in England located a photograph of the woman's father. In reply, she told John that *"I can't thank you enough this is the first time I have seen a picture of my father this really means the absolute world to me. I have been searching for over 30 years I'm not what my next steps should be in trying to trace his whereabouts now but your hard work has given me hope that one day we can be reunited. Once again thank you so very much the best of wishes."* Fiona Wood

Aurora Cruz made the Library proud, when she was presented with the Jenkins Award by the Yonkers High School's PTSA for her leadership and dedication to the IB Students and for all that she has done to promote the Library's collaboration with the IB program.

Branch Administrator Activities

Meetings attended by the Branch Administrator during the quarter: the Saint Peter's Childcare Advisory Board, Rotary International, the Mayor's African American Advisory Board, Salvation Army Advisory Board, Pan African Flag Raising, Philpse Manor Hall annual Colonial Day, LGBTQ Flag Raising, and the Competencies Committee meetings.

Much appreciation is due to our Board of Trustees, to the Yonkers Public Library Foundation, to our staff, and our various members of the public for supporting the Library through a letter writing campaign during the city's recent fiscal crisis. Their dedication to the Library is an affirmation that the Yonkers Public Library is critical to the lives of the citizens of this great city.

Sandy Ernest Amoyaw

Branch Administrator

April, May, June 2018
Grinton I Will Library, Quarterly Report
Christian Zabriskie, Administrator

Administration - this has been an extremely busy time for the Will Library.

Construction - construction continues on Phase 2 of the library renovation.

- Ribbon Cutting - We had an excellent event on May 10th with hundreds of visitors to the library, live music, food, and an excellent start to the new library.
- Public response - the new space is very inviting and light and the public has responded very well to the new look of the library.
- Patio - we have reinvisioned the patio and are making it much more welcoming and accessible with new furniture and better sun coverage

Collection Check - Will Library has been "all hands on deck" on the Collection HQ collection check project. Everyone in the organization is working on it in some capacity and we have drastically reduced the percentage of "dead" items in our collection. While there is still clearly work to be done, this represents a massive amount of work by library staff and it makes a clear and visible difference in the collection. The shelves can breathe again.

Conference/Professional Development - Branch Administrator Christian Zabriskie attended the Annual American Library Association Conference. While there, he moderated a panel discussion on Foster and Adoptive Families and the Library Professional. He also completed service on the ALA Committee on Legislation, the Sustainability Taskforce, and the Refugee Taskforce.

Circulation Department - continues to provide good service to the community. They have been seeking out efficiencies and have been "all hands on deck" for the Collection Check. In the month of June alone more than 6,000 weeded materials were processed as part of the Collection Check.

Fine Arts/Young Adults - this department saw a lot of changes during this quarter. They include:

- Laurie Antash's retirement - as a very well respected and much loved library leader we miss Laurie every day but wish her well on her retirement
- New Teen Space - FAYA has a new teen space - TEEN WILL. This is a great new space that has soft seating and space for students to work cooperatively, socialize, or hang out and read/game/write.
- Weeding/Collection Check - the department has been working hard at this but they have a unique issue with the large Fine Art Collection. This collection has been developed at Will for over fifty years and our weeding process needs to be cognizant of the materials we are sending out the door. We continue to explore possibilities for other homes for these materials.
- Adult Services Department - the department is preparing for when we combine the FAYA department with Reference to make one large Adult Services Department

Local History Incubator - this initiative continues to grow

- Mike Walsh - has been adding new materials regularly to the Digital Archives
- Christian Zabriskie - interviewed Comics scholar/creator Alex Simmons in the oral history booth with a special focus on his use of the Will Library in writing his first stand-alone comic
- Mike Walsh - has begun recording oral history around YPL with staff members who have been sharing their experiences of working at the library.

Reference - reference continues to adapt to a new role and service model

- Weeding/Collection Check - the department reviews materials in subject areas and has been turning over materials in a timely fashion
- Adult Services Department - the department is preparing for when we combine the FA/YA department with Reference to make one large Adult Services Department

Youth Services

Programming - this was a very busy period of programming for Youth Services with dozens of unique programs being offered as well as regular ongoing programs like Lego Club, Chess Club, and a variety of storytimes for all ages and interests. Some highlights included:

- 1000 Books Before Kindergarten kick-off with the musical stylings of Zev
- Design your dream library (architecture program for kids)
- Amazing Reptiles with Bruce Lowder
- Summer Reading Kickoff with Bubblemania

Some new and ongoing programs include

- Bilingual storytime
- Signing Storytime

1000 Books Before Kindergarten - this program continues to grow in reach and popularity. We have had our first 1,000 books reader (Maximilian Figuera on June 2nd) and have filled our first water jug full of pom poms. We have families coming in to update on an almost daily basis now and this program is extremely popular.

Collection Check - Youth Services is working hard to complete their part of the Collection Check and it should be complete by August 1st.

CRESTWOOD BRANCH QUARTERLY REPORT – APRIL, MAY, JUNE 2018

We had a superb second quarter at the Crestwood Library. Crestwood Crew sprang into action to complete 95% of the Collection HQ weeding and collection checklists in order to open up much needed shelf space within our building. Our YPL 1000 Books Before Kindergarten initiative continues to be well received, growing more young Yonkers readers at an earlier start. The biggest technology shift was our migration to VDI in compliance with Westchester Library System's directive.

Friends of Crestwood Library (FOCL) Vice-President Mary Ann Penzero wrote a grant and received a set of 30 Young Adult Books to promote Teen Reading in conjunction with the American Library Association's YALSA Teen's Top Ten Challenge. FOCL continue to fund many Children's programs to enrich our offerings and attract new patrons to the library.

Community Outreach is a key component to the health of our library. Our Crestwood Community really cares about its library and remains appreciative of having a library within walking distance of their homes. We have seen a rise in visits from people from all over Yonkers as well as patrons from surrounding communities. This quarter, we focused on class visits and promotion of the 2018 Summer Reading Program "Libraries ROCK!" to encourage literacy for all ages (Children, Teens and Adults).

Programming Crestwood continues to be one of our customer service essentials. Patrons have expressed the need and cherish the programs and materials that support their growth both mentally and physically. April highlights included many National Library Month programs that promoted literacy. The Crestwood Historical Society Meeting featured a presentation on Glen Island. Another popular program topic was a new MELT Method physical wellness system to alleviate chronic pain and help with the natural aging process. In May, we held a retirement celebration for part-time clerk Addie Perrotta who continues to volunteer at the library a few days a week. Crestwood Library was well represented at the Memorial Day Parade and had an information table at the end of the parade at Legion Plaza where we distributed information about the Local History Incubator located at the Grinton I. Will Library to local veterans along with programming and electronic resources information. June saw the conclusion of our first year of Homework Helper Program. Our teacher in residence, local resident and certified teacher Maureen Butler, gave students in grades 1-7 much needed support in order to boost student academic achievement. Yonkers Storytellers completed their Saturday Storytime season

The quarter also saw Crestwood Crew working well together as a team, seeking to provide excellent service to our patrons. Team training opportunities included Justine Osterman Library Trainee and part-time clerk Sumie Hernandez-Moss graduating from an online course offered via WLS called "SuperCharge Your Storytimes". This course led to a new Discovery Storytime being offered at Crestwood Library. Librarian Melissa Glazer attended an all-day coding workshop in April that has her teaching more technology programs. Melissa also attended the Westchester Library System's multilingual BookFair at the White Plains Public Library in April and the Westchester Library Association Annual Conference in May. Part-time clerk Peter Alaimo attended book mending, computer workflows and cataloging training workshops at WLS. Sumie successfully completed an 8 hour Youth Mental Health First Aid Training course at the YWCA in White Plains and Coding 101 at the White Plains Public Library that will help enhance our computer programs. Part-time clerks Caroline Sullivan and Nina Colavolpe-Leone attended the WLS Circulation meeting. Nina is now the Crestwood Yonkers on the Move Team captain.

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

APRIL:

- 6: Westchester Library System Celebrating Westchester Libraries Breakfast, Doral Arrowwood
- 10: BOCES Conference Literary Connections Presentation at Southern BOCES Headquarters, Harrison, NY
- 12: Staff Development Day Committee Meeting, Grinton I. Will Library
- 13: Librarian Open Book Event, New York City
- 13: YA Book Buzz Book Group Co-moderator, Pizzeria Veloce, White Plains, NY
- 17: Friends of Crestwood Library Meeting
- 18: Abrams Fall Book Preview, NYC
- 19: YOM Teleconference Meeting
- 20: Asbury Nursery School & Church Outreach Meeting, Crestwood, NY
- 21: Crestwood Historical Society Program and 20th Anniversary Meeting, Crestwood Library
- 25: School Library Council Meeting, Southern BOCES, Harrison, NY
- 26: Getting to YES Training for YPL Managers, Riverfront Library
- 27: Staff Development Day, Grinton I. Will Library

MAY:

- 10: 125th Anniversary Foundation Ribbon Cutting event, Grinton I. Will Library
- 11: Community Planning Council of Yonkers 98th Annual Meeting, X20, Yonkers
- 17: Printz Pizza Party, White Plains Public Library
- 21: City of Yonkers Budget Meeting, Yonkers City Hall
- 22: Friends of Crestwood Library Meeting, Crestwood Library
- 23: City of Yonkers Library Budget Hearing, Yonkers City Hall & YPL Board of Trustees Meeting at Crestwood Library
- 28: Crestwood Memorial Day Parade – Legion Plaza, Crestwood, NY
- 30: School Library Journal Day of Dialog, NYC

JUNE:

- 1: Book Expo America Children's Author Breakfast, Javitz Center, NYC
- 2: Author's Corner with Lena Roy, granddaughter of Madeline L'Engle, Crestwood Library
- 5: School 15 Class Visit to Crestwood Library
- 7: Parent Workshop Summer Reading Literacy Showcase, School 15, Yonkers
- 8: Homeschool Science Fair, Crestwood Library
- 8: YA Book Buzz Book Group Co-moderator, Pizza Veloce, White Plains
- 10: Girl Scout Gold Award Ceremony, Girl Scout House, Scarsdale, NY
- 13: Volunteer NY Networking Breakfast, Project Morry, Elmsford, NY & Friends of Crestwood Library Meeting
- 14: OneYPL Competencies Meeting, Grinton I. Will Library & Author Talk B&N, Eastchester
- 15: Book Preview Random House, NYC
- 16: Summer Reading Kick-Off Crestwood Library
- 26: Full Staff Meeting of Crestwood Crew Members, Crestwood Library
- 27: Branch Administrator Meeting, Grinton I. Will Library

Respectfully submitted, Z, Baird, Crestwood Library Branch Manager

Yonkers Public Library - Graphics Department Quarterly Report: April-June 2018

YONKERS PUBLIC LIBRARY

Independence Day Closings (signs)
 Programs & Events -May 2018 (calendars)
 Programs & Events - June 2018 (calendars)
 Programs & Events - July 2018 (calendars)

RIVERFRONT LIBRARY

Branch Administrator's Office

LGBT logo (buttons)
 Extended Summer Loans (fliers, posters, Flickr)

Business Manager's Office

#5009 Employment Applications (stockforms)

Director of Communications Office

Summer Reading Program, adults, teens kids (fliers, log cards)

Circulation Dept.

Library Card Applications (stock forms)
 Welcome to the Yonkers Public Library (cards)

Children's Department

Preschool Playdate, May (fliers, poster, Flickr)
 Legorama, May (fliers, poster, Flickr)
 Zumba, May (fliers, poster, Flickr)
 Mother's Day (fliers, poster, Flickr)
 Summer Camp (fliers, poster, Flickr)
 Collage Art (fliers, poster, Flickr)
 Mother's Day Cards (fliers, poster, Flickr)
 Mother's Day (fliers, poster, Flickr)
 Cinco De Mayo pring Film (fliers, poster, Flickr)
 Superhero Homes and Headquarters (fliers, poster, Flickr)
 Restrooms, Spanish (signs)
 Preschool Playdate, June (fliers, poster, Flickr)
 Legorama, June (fliers, poster, Flickr)
 Zumba, June (fliers, poster, Flickr)
 Puzzle Fun (fliers, poster, Flickr)
 Make Your Own Salad (fliers, poster, Flickr)
 Scavenger Hunt (fliers, poster, Flickr)
 Fun Photo (fliers, poster, Flickr)
 Father's Day (fliers, poster, Flickr)
 Minecraft Mania (fliers, poster, Flickr)
 Summer Reading Kickoff: Bubblemania (fliers, poster, Flickr)
 Summer Reading Announcement (fliers)
 Family Art & Fun Day, English/Spanish (fliers, posters, Flickr)
 STEAMCraft (fliers, posters, Flickr)
 Fun Family Films, July & August (fliers, posters, Flickr)
 Fun Fridays (fliers, posters, Flickr)
 Preschool Playdate, August (fliers, posters, Flickr)
 Legorama, July & August (fliers, posters, Flickr)
 We're in Kahoot (fliers, posters, Flickr)
 Summer Reading Announcement: Animals Rock (fliers, posters, Flickr)
 Zumba, July & August (fliers, posters, Flickr)
 Baby Signing Time (fliers, poster, Flickr)
 Kindermusik (fliers, poster, Flickr)
 Storytime at the Museum (fliers, poster, Flickr)

Young Adult Department

Feature Films, May (fliers, poster, Flickr)
 Teen Fun, May (fliers, poster, Flickr)
 Feature Films, June (fliers, poster, Flickr)
 We Now Have Videogames (poster)
 Summer Reading Kickoff (fliers, posters, Flickr)
 Calendar, February (fliers)
 Teen Talent Show (fliers, posters, tickets, Flickr)
 Jump Into June (fliers, poster, Flickr)
 Calendars, July & August (fliers)
 Feature Films, July (fliers, poster, Flickr)

Reference/Adult

Credit Report (fliers, poster, Flickr)
 Overdrive (bookmarks)
 Garden Social (fliers, poster, Flickr)
 Senior Law Day (fliers, poster, Flickr)
 Tech Central, May (fliers)
 Clases de Computacion, May (fliers)
 Freegal (bookmarks)
 Riverfront Book Club (fliers, poster, Flickr)
 #6007 Reserve Card (stockforms)
 Tech Central, June (fliers)
 Clases de Computacion, June (fliers)
 Hoopla (bookmarks)
 Freegal (bookmarks)
 Food and Housing Resources (brochure reprints)
 ESL (signs)
 Mango Language (flier reprints)
 Knitting and Crocheting (flier reprints)
 Eat Smart, NY, June (fliers, poster, Flickr)
 # 3005 Office Supply Requisition (stock forms)
 Master the Regents (fliers)
 Job Search Help (flier reprints)
 ESL (fliers reprints)
 Reserve Your Free Museum Pass (fliers)
 Genealogy Club (fliers)
 TASC (fliers)
 Help with Resumes (bookmarks)
 Pride Collection (brochures)
 Soul Food Month (display signs)
 Museum Passes, English (fliers)
 Museum Passes, Spanish (fliers)
 Read and Reduce (coupons)
 Summer Fitness (fliers, poster, Flickr)
 1001 Citizenship Questions (pamphlets)
 Language Larning (signs)
 Tech Central, July (fliers)
 Clases de Computacion, July (fliers)
 Blood Drive, English/Spanish (fliers, posters, Flickr)
 Job Interview Tips (bookmarks)
 Summer Fitness (fliers, posters, Flickr)
 Power of Self Healing (fliers, posters, Flickr)
 Coloring, English/Spanish (fliers, posters, Flickr)

Yonkers Public Library - Graphics Department Quarterly Report: April-June 2018

RIVERFRONT LIBRARY (continued)

Tech Central

Paint Party (fliers, poster, Flickr)
Design Your Own Dish (fliers, poster, Flickr)
Video Game Coding from Scratch (fliers, poster, Flickr)
Let's Talk Code (fliers, poster, Flickr)
Design a Dish (fliers, poster, Flickr)
Build a Droid (fliers, poster, Flickr)
Microsoft Cross-Training (fliers, poster, Flickr)
Fun Friday (fliers, poster, Flickr)
Adobe InDesign (fliers, poster, Flickr)
Social Media in Small Business (fliers, poster, Flickr)

GRINTON I. WILL BRANCH

Branch Administrator's Office

Part-Time Time sheets #2013 (stockforms)
Graphics for Grownups (display sign)
June 22 Closings (signs)

Children's Department

Lego Club, May-June (fliers, poster, Flickr)
Chess Club, May-June (fliers, poster, Flickr)
Design Your Dream Library (fliers, poster, Flickr)
Petite Concerts (fliers, poster, Flickr)
Puppet Playhouse (fliers, poster, Flickr)
Polka Party (fliers, poster, Flickr)
Mother's Day (fliers, poster, Flickr)
Cinco de Mayo (fliers, poster, Flickr)
Frog Jumping Day (fliers, poster, Flickr)
Dental Storytime (fliers, poster, Flickr)
Musical Storytime with Gigi (fliers, poster, Flickr)
Storytime with Signing (fliers, poster, Flickr)
Hot Air Balloon Day (fliers, poster, Flickr)
Programs for Preschoolers (fliers, poster, Flickr)
Make a Father's Day Card (fliers, poster, Flickr)
Amazing Reptiles (fliers, poster, Flickr)
Books for 4th Grade (fliers)
Books for 5th Grade (fliers)
Books for 1st Grade (fliers)
Books for 7th Grade (fliers)
Lego Club, July-August (fliers, poster, Flickr)
Get Started with Chess (fliers, poster, Flickr)
Art Cart (fliers, poster, Flickr)
Sloppy Science (fliers, poster, Flickr)
Storytimes, Summer (fliers, poster, Flickr)
Summer Films for ages 4 & up (fliers, poster, Flickr)
Summer Films for ages 9 & up (fliers, poster, Flickr)
Kids Chess Club, July-August (fliers, poster, Flickr)
Pajama Storytime (fliers, poster, Flickr)

Young Adult Department

Book Club, May (fliers, poster, Flickr)
Zumba (fliers, poster, Flickr)
Sew Amazing (fliers, poster, Flickr)
We Now Have Video Games (fliers, poster, sign)
Teen Advisory Group Summer Reading Kick-Off Party (fliers, poster, Flickr)
Video Game Coding Challenge (fliers, poster, Flickr)
Summer Reading Programs (fliers, poster, Flickr)
Summer STEAM (fliers, posters, Flickr)
Summer Reading Program, Closing Party (fliers, posters, Flickr)
Reading Pals (fliers, posters, Flickr)
Wireless Printing (bookmarks)

Adult/Fine Arts Department

Movie of the Month, May (fliers, posters, Flickr)
Will Book Club, May (fliers, poster, Flickr)
Art Film, May (fliers, poster, Flickr)
Movie of the Month, June (fliers, poster, Flickr)
Will Book Club, June (fliers, poster, Flickr)
Art Film, June (fliers, poster, Flickr)
Tai-Chi (fliers, poster, Flickr)
Stringed Instruments Group (fliers, poster, Flickr)
Movie of the Month, July (fliers, posters, Flickr)
Will Book Club, July (fliers, poster, Flickr)
Will Book Club, August (fliers, poster, Flickr)
Art Films, August (fliers, poster, EBB)
Mind, Body & Soul (fliers, poster, EBB)

Reference Department

Movies at the Will Branch, May (fliers, posters, EBB)
Movies at the Will Branch, June (fliers, poster, EBB)
Movies at the Will Branch, July (fliers, posters, EBB)
Movies at the Will Branch, August (fliers, poster, EBB)

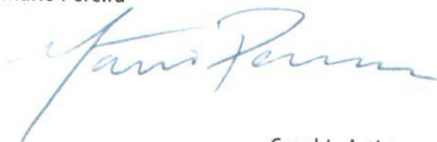
CRESTWOOD BRANCH

Crestwood Computing, May (fliers)	Photo Day (fliers)
We Now Have Videogames (poster)	Aesop Day (poster)
Steam Collage (Flickr)	Sew Much Fun (Flickr)
Melt Method (Flickr)	Public Speaking (Flickr)
Crestwood Computing, June (fliers)	How Are You Peeling (fliers)
Sign Story (Flickr)	Teddy Bear Picnic (Flickr)
Kickboxing (Flickr)	Discovery Story Time (Flickr)
Spring Into Action (Flickr)	Summer Reading Kickoff Parties (Flickr)
Homeschool Summer Edition (Flickr)	Chocolate Ice Cream Day (Flickr)
We Read Together (Flickr)	
Fun & Fit Fridays (Flickr)	

FRIENDS OF THE YONKERS PUBLIC LIBRARY

June Events (fliers, poster, Flickr)
Book Sale (fliers, poster, Flickr)

Mario Pereira



Graphic Artist

TECHNICAL PROCESSING DEPARTMENT
QUARTERLY REPORT
APRIL, MAY, JUNE 2018

Department orders from all three branches have been placed through the WLA acquisitions module and through regular TS360 orders with Baker & Taylor. Books are processed at the vendor and sent directly to the departments or they are delivered to Tech. Processing to be searched, processed and linked for patron use. Baker & Taylor and Brodart provide processing services for many of our accounts. This depends on the type of material being ordered and the parameters of the accounts.

Emphasis for this past quarter has been on summer reading materials for the Juvenile and Young Adult departments at Riverfront and Will. These materials are ordered and prepared as quickly as possible so that they are available to the departments for use.

The periodical and continuations list has been updated for the 2019 subscription year and sent to the departments for their review. Any additions or deletions can be made at this time with the Deputy Director's approval.

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

Mary DiChiara
Technical Processing Dept.

Custodial Department
Quarterly Report
April, May, June, 2018

Crestwood

On multiple occasions throughout this quarter we have been called to remove poison ivy from the grounds. (Special thanks to J. Savino for handling this). Due to reoccurring leaks in the roof near the entrance, I have asked three local contractors for estimates for repairs to the roof, ceiling, and concrete outside wall.

Will

In early April we had problems with our boiler shutting down so Crown Boiler repair was called on several occasions. They found that the oil filters are clogging with sludge, possibly from oil deliveries. We are looking into solutions for this problem before the next heating season.

After a late start to the summer/air-conditioning season, our cooling tower and air conditioning was serviced, prepared, and tested for Legionella. Initial as well as secondary Legionella tests results were negative. In May and June we have had some minor issues with the cooling tower chemical monitor and feeding equipment. The Metro Group responsible for servicing the equipment is working to resolve the issues.

As per the City of Yonkers, our water meters had to be replaced with new meters. The City Water Department handled the replacement.

At the request of one of our neighbors, I repaired one part of a fence separating our properties. We also removed poison ivy from the same fence line. (Again, special thanks to J. Savino for handling this).

Riverfront

At the Branch Administrator's request my staff removed and moved several damaged black chairs from various areas in the building. Also at his request my staff installed new pamphlet and flyer holders on all floors. We also dismantled, moved and reassembled book stacks on the first floor.

Staff:

The full time position at Riverfront vacated by D. Zepeda has not yet been filled. Also the part-time position at Crestwood has been vacant and the MEO position has also been vacant since Mr. Nicolosi retired.

As a result, my staff and I have been struggling to clean our buildings and perform routine maintenance. We will continue to do the best we can and hope that the new budget will allow us to fill some of these vacancies.

Russell Martinez
Supervisor of Custodians

IT Department Quarterly Report

Completed Projects

- **New Microfilm Equipment**
 - We now have two new ST Imaging Microfilm machines; one at each of the Riverfront and Will Branches. This equipment will replace one of the older microfilm scanners at each of the branches. Each unit consists of an enhanced Microfilm unit with a monitor, computer, and printer. These new units have capabilities such as: saving microfilm selections to a USB Drive, transferring microfilm images to multiple online cloud file storage services (e.g., Google Drive, Dropbox, etc.) and emailing images from the unit. Select staff members from each branch have been trained on its use and feedback has been very useful in working out some minor issues.
- **Public Printer Equipment Overhaul**
 - We have completed a revamp of the public printers within the Will and Riverfront branches. This was a planned maintenance overhaul to replace all of the older printers that ran past their useful life spans, with some dating back to a purchase date of more than 10 years. It also gave us a chance to standardize all color and black and white printing equipment while giving us cost savings on extra capacity cartridges at a lower per-page price. At Riverfront we have also replaced three of the print release stations with smaller pc's and touch screen monitors. So far the feedback has been positive. We will also be replacing the same equipment at the Will branch in the coming weeks.

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 information for the quarter:

Tickets resolved	626
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Ongoing Projects

Projects that we are currently working on:

- **Upgrade to newer Evanced platform**
 - The library has been using a software-based event and room management program called Evanced to help branches keep track of event programming, patron registration for classes, room/equipment management, and statistical usage history. Recently the program has undergone a comprehensive upgrade design from the ground up and now they are offering a hosted service of the software. We will be coordinating with key staff members to facilitate a move to this new platform while migrating our current/future event and room data. The current version the library is using is no longer supported by the company so we have to migrate rather quickly to avoid any support issues.
- **Phone upgrades**
 - Unfortunately there has been a delay in the phone deployment on the Lightpath side since the company has been bought out by Altice and they are making some internal changes in their installation department. They have agreed to start working on the deployment again on July 19th-20th.
- **Wifi Upgrade at the Riverfront Branch**

- **PA System at Grinton I. Will Branch**
 - Some miscellaneous wiring work still needs to be done on the stage and in the booth area towards the back of the auditorium. We are expecting this to be completed by the end of the first week of August.

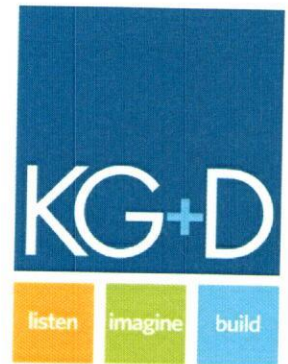
- **VR Equipment for Tech Central**
 - We are currently working on three VR (Virtual Reality) installations at Tech Central in the Riverfront library. Thanks to the technology initiative by Ed Falcone, the library purchased two HTC Vive units and one Vive Pro unit as well as a PlayStation VR unit for the current console we have. These units will provide patrons with first-hand exposure to what the technology is and how it works, and the experience of what it looks like. We will also be coordinating with Christine Bitetti regarding its use for various programming events (e.g., Class Trips, Monthly programming events, gaming Thursdays) as well as procedures and best practices.

Best Regards,

Carlos Figueroa

MEETING MINUTES

DATE: July 12, 2018
TO: All Attendees
RE: Yonkers Public Library - Will Branch



A meeting was held at Yonkers Public Library Grinton I Will Branch on July 12, 2018 at 10:00 AM.

Present:

Ed Falcone - Director Yonkers Public Library
Susan Thaler – Assistant Director Yonkers Public Library
Angel Covarrubias - Milcon Construction Corp.
Andrew Allison – KG+D Architects
Teresa May – KG+D Architects

The following is a summary of the items discussed: (Phase 1 and Phase 2)

Contracts

No items this category.

Approvals

1. KG+D continues to address the building department comments.

Schedule

1. Phase 1 - Final closeout documents will be reviewed by KG+D once the as built drawings have been submitted by Milcon. Milcon estimates submission of as built drawings to be July 18, 2018.
2. Phase 2 - Work for the next 2 weeks will consist of preparation of the masonry back up wall at the mezzanine level and adjacent to the book stacks. Replacement of the insulation on the exposed duct work will also take place.
3. Phase 2 - Substantial completion is on target for November 2018. A revised construction schedule will be submitted once shop drawings have been submitted and material delivery dates are confirmed. Milcon

Submittals

1. Phase 1 – As-built drawings to be submitted by Milcon, KG+D to review.
2. Phase 2 - Window shop drawings have been submitted, to be reviewed by KG+D
3. Phase 2 - Terracotta and railing shop drawings are in process.
4. Phase 2 – Terracotta panel delivery is estimated to be October 2018.

RFI's No items this category

Potential Change Orders / Change Orders

Milcon to submit potential change orders as follows:

1. PCO 1 Phase 2 – Milcon to provide pricing for any concrete repair that exceeds the amounts already provided for in the drawings and specifications.
2. PCO 2 Phase 2 – Milcon to provide pricing for properly anchoring the steel angles that support the window system including the masonry work to anchor the sills.
3. PCO 3 Phase 2- Milcon to provide pricing for concrete masonry repair to the existing masonry backup wall at the mezzanine level and the first floor next to the reading room stacks
4. PCO 4 Phase 2- Milcon to provide pricing for furring out the masonry back up wall at the mezzanine level

Logistics / Safety

1. Milcon scheduling pull test for this week. The pull test was delayed due to an issue with the specified fastener manufacturer (Hilti). Hilti was slated to perform the pull test, but due to internal procedure they would not perform the test. An equivalent substitution will be made with a different fastener manufacturer and they will perform the pull test.
2. YPL is replacing the boiler this summer. This is outside the scope of this project and is contracted to a different contractor. Milcon will coordinate with YPL and the boiler replacement contractor to ensure that work on both projects proceeds smoothly.

Review Completed Work

1. Demolition and wall preparation are substantially complete.
2. Asbestos abatement is complete.
3. Shop drawings and submittals are in process.

General Items

1. Caution tape at the ends of the stacks can be removed now that asbestos abatement is complete.
2. Any extra terracotta tiles will be left as attic stock for future use by the library.
3. Terra cotta color samples will be provided by KG+D for the board meeting on July 18th.

Next Meeting

The next meeting will be Tuesday, July 24, 2018 at 10:00 AM

Respectfully submitted,

KAEYER, GARMENT + DAVIDSON ARCHITECTS, PC



cc: All Attendees

Kaeyer, Garment + Davidson Architects, PC

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