

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, January 21, 2021

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Meeting ID:
958 3833 8222

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**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
JANUARY 21, 2021**

MINUTES

[ACTION ITEM] Approve Minutes of Meeting on December 17, 2020.

NOMINATION OF OFFICERS AND APPOINTMENT OF STANDING COMMITTEES FOR YEAR 2021 – Director Montero presides.

[ACTION ITEM] “The regular meeting in January shall be the Annual Meeting at which officers shall be elected for a term of office of one year each. The President shall name standing committees for a term of one year at the Annual Meeting, or within one week from the date of the Annual Meeting.”
-YPL By-Laws III.3

MANAGEMENT REPORT

UNION REPRESENTATIVE’S REPORT

WLS REPORT

PERSONNEL REPORT

Acknowledge the following retirement:
Thaler, Susan, Assistant Library Director, \$144,250.00/yr, eff. 1/4/21

COMMITTEE REPORTS

Finance, Budget & Planning-

Employee Relations -

Buildings & Grounds -

Policy –

Fundraising & Development –

Foundation Update



RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #823

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

UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

NEXT MEETING DATE

Thursday, February 18, 2021



YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
DECEMBER 17, 2020

ATTENDANCE

TRUSTEES:	Nancy Maron Josephine Ibarraza Stephen Jannetti Joseph Puglia Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUEST SPEAKER:	Mary Ann Penzero, Friends of Crestwood
GUESTS:	Carlos Figueroa, Elizabeth Caruso, Zahra Baird, Eileen Fusco, Kay Donohue, Philip Poggiali, Carmela McManus, Odalys Aguilar, Phyllis Cole, Christopher Sheerin, Sumie Hernandez-Moss, Gloria Fields

The Board Meeting was held electronically via ZOOM®, Conference ID# 950 9493 9913.

The Board Meeting began at 7:03 pm.

MINUTES

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of November 19, 2020.

MANAGEMENT REPORT

Director Montero reported that Yonkers Public Library returned to a contact-free pick-up service model for two weeks following the Thanksgiving holiday while continuing a team-based hybrid schedule where staff rotate between working from home and in-building. Riverfront and Grinton I. Will libraries reopened to the public earlier in the week with limited services, such as the elimination of computer use and public seating. Crestwood remained



closed to the public, providing only contact-free pick-up services. Director Montero announced that YPL plans to return to contact-free pick-up following the December holidays.

Director Montero was pleased to report that the staff who had tested positive for the virus as of the last meeting had recovered and were doing better. He added that since the last meeting a staff member at Riverfront had tested positive and was quarantining. He learned of the incidence on December 4. Riverfront did not close, as this staff member's exposure to others was minimal due to the hybrid staff schedule.

Director Montero informed the Board of several ongoing technology projects. YPL improved its wireless speeds with little added cost at all of its branches: Will and Crestwood's speeds were increased fivefold, while Riverfront's increased tenfold; they were also investigating the possibility of expanding the wireless signal to reach the parking lot at Will so as to allow patrons access to library services without actually entering the building. Director Montero also announced the implementation of a text messaging service for staff to alert them of urgent matters, such as a building closure, and the distribution of various equipment to enable them to work from home as necessary.

Director Montero announced that virtual programming has continued uninterrupted despite the various building closures and schedule changes. YPL recently offered its 1,000th program and total attendance at virtual programs is over 16,000.

Director Montero updated the Board on several partnerships and initiatives with other community organizations, including the launch of a new library card profile for Yonkers Public Schools educators, various programming with the Neighborhood Naturally Occurring Retirement Community (NNORC) and Yonkers Office for the Aging, and a 150th anniversary celebration with the Yonkers Police Department in early 2021.

Director Montero announced that YPL has been in touch with Yonkers Arts and the Department of Planning to accept a donation of public art from Adam Schultz to beautify the interior of Will Library. Director Montero also announced that he has discussed with the YoFi Digital Media Arts Center a public art project at Riverfront Library where images and videos may be projected on to the windows of the fourth floor to better enhance the visibility of the building to local residents and train passengers.

Deputy Director Thaler updated the Board on the progress of Sarah Lawrence College humanities fellow Dr. Kishauna Soljour's work with students and teens at Will and Riverfront libraries. Dr. Soljour has instructed the teens in audio editing and podcast production for their oral history projects.

Deputy Director announced that this would be her last Board meeting before her retirement in early January and thanked the Trustees for their support during her tenure at Yonkers Public Library. She remarked that it has been the highlight of her professional career and looks forward to staying involved during her retirement.

Board President Maron inquired about recent circulation data and trends. Director Montero answered that while circulation of physical material remains down, it briefly recovered in the fall before going down as new coronavirus cases rose over the last couple of months. Electronic content became more popular in the spring during the initial outbreak of the pandemic and, although it has slightly subsided, it remains very popular compared to last

year. This data has also been used in collection development strategies, such as book leasing and better ebook purchases.

UNION REPRESENTATIVE'S REPORT

Union Representative Neider had no report but noted the Union looks forward to working with Management on the upcoming budget proposal.

WLS REPORT

Trustee Puglia reported that the role of a trustee and the potential for conflicts of interest was discussed at the most recent WLS Board of Trustees meeting.

PERSONNEL REPORT

On motion of Trustee Jannetti, seconded and unanimously carried, the Board ratified the following appointment:

Mia McCants, P/T Page, \$13.00/hr, eff. 11/20/2020

COMMITTEE REPORTS

Finance, Budget & Planning - Maron, Jannetti, Puglia.

Board President Maron thanked Trustee Jannetti for arranging a recent meeting to discuss the budget proposal for the new fiscal year beginning in July.

Employee Relations - Maron, Puglia.

Buildings & Grounds - Maron, Saraceno

Policy – Maron, Ilarraza, Sabatino.

Fundraising & Development – Maron, Jannetti, Mack.

Foundation update: Board President Maron reported that the Foundation voted to award Yonkers Public Library \$20,000 at its last meeting. She also updated the Board that the Foundation's annual appeal continues to be conducted online and is going well. She noted that the Foundation is still looking for new directors to serve on their Board as well.

GUEST SPEAKER

Mary Ann Penzero was invited to discuss updates from the Friends of Crestwood Library. Ms. Penzero reported that the Friends recently held their annual meeting and that recent efforts have focused on community collaborations, including a virtual reading of the Nutcracker by students from School 15, health and wellness and book chat programs with NNORC and the Friends' annual raffle fundraiser. She was also excited to announce that the Friends' 501(c)3



status as a non-profit organization was made official this past year and they looked forward to continuing to support the Crestwood Library.

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #822.

UNFINISHED BUSINESS

Director Montero had no new policies or procedures to propose and referred to the management report to discuss new procedures that have already been implemented, such as the adjusted service model and new public and staff schedules. He also shared with the Board a memo he circulated to staff regarding health and safety expectations.

Director Montero updated the Board on the City's schedule and timeline for the budget request process. He expects a meeting in early January and was told by the Department of Finance to prepare a normal budget request without any adjustments in anticipation of COVID-related cuts, however he did note that the budget will ultimately hinge on the availability of federal and state support. The budget he intends to propose will look very similar to the budget they requested last year and reflect a continuity of effort and the important role libraries will play in the recovery from the pandemic. Business Manager Presedo added that, aside from the new teen librarian and art gallery curator positions requested last year, new funds will be needed to fill the new reading lists compiled by Yonkers Public Schools, purchase increased custodial supplies and renew the security contract at the Will Library. Director Montero hoped to have a proposal for the Board to approve at the next Meeting.

NEW BUSINESS

Board President Maron reminded trustees of the election of officers at the annual meeting next month and appointed Trustee Puglia to serve on the Nominating Subcommittee and announce a slate of nominees for election next month.

EXECUTIVE SESSION

NONE

NEXT BOARD MEETING DATE – Thursday, January 21, 2021

Before adjourning, Director Montero and the Board congratulated Deputy Director Thaler on her retirement and thanked her for her exceptional service to Yonkers. In recognition of her leadership as Acting Director in the extraordinary early months of 2020 when the coronavirus pandemic first reached Yonkers, Director Montero revealed a presentation that honored her on an official roster of all eight YPL directors dating as far back as 1895. The trustees and several other guests in attendance also shared their memories and gratitude for her service



and wished her well in retirement. Deputy Director Thaler was moved by the gesture of appreciation and thanked Director Montero and others for the tribute. She promised to stay in touch and remain involved in the community and looked forward to the future of Yonkers Public Library.

On motion of Trustee Puglia, the Meeting adjourned at 8:01 pm.

Jesse Montero
Library Director & Secretary



Yonkers Public Library Bill List December 2020

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS				
BAKER & TAYLOR		MATERIALS	12/4/2020	24,527.21
BARNES & NOBLE		MATERIALS	12/21/2020	123.34
BARNES & NOBLE		MATERIALS	12/21/2020	734.55
INDEPENDENT PUBLISHERS GP		MATERIALS	12/21/2020	-5.33
INDEPENDENT PUBLISHERS GP		MATERIALS	12/21/2020	494.99
LANGUAGE LIZARD, LLC		MATERIALS	12/21/2020	237.40
MIDWEST TAPE		MATERIALS	12/30/2020	529.16
MIDWEST TAPE		MATERIALS	12/21/2020	6.99
MIDWEST TAPE		MATERIALS	12/22/2020	7.49
MIDWEST TAPE		MATERIALS	12/22/2020	9.89
MIDWEST TAPE		MATERIALS	12/30/2020	10.49
MIDWEST TAPE		MATERIALS	12/22/2020	10.49
MIDWEST TAPE		MATERIALS	12/21/2020	11.99
MIDWEST TAPE		MATERIALS	12/22/2020	17.98
MIDWEST TAPE		MATERIALS	12/22/2020	20.99
MIDWEST TAPE		MATERIALS	12/21/2020	24.49
MIDWEST TAPE		MATERIALS	12/22/2020	27.99
MIDWEST TAPE		MATERIALS	12/22/2020	35.67
MIDWEST TAPE		MATERIALS	12/30/2020	43.35
MIDWEST TAPE		MATERIALS	12/21/2020	52.47
MIDWEST TAPE		MATERIALS	12/22/2020	58.74
MIDWEST TAPE		MATERIALS	12/22/2020	69.99
MIDWEST TAPE		MATERIALS	12/21/2020	83.92
MIDWEST TAPE		MATERIALS	12/30/2020	118.91
MIDWEST TAPE		MATERIALS	12/21/2020	127.34
MIDWEST TAPE		MATERIALS	12/30/2020	266.34
MIDWEST TAPE		MATERIALS	12/30/2020	277.01
MIDWEST TAPE		MATERIALS	12/22/2020	297.35
NORDIC INDUSTRIES		PIPE INSULATION FOR AC UNITS	12/24/2020	8,750.00
TOTAL				36,971.20

<u>Vendor Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CONTRIBUTIONS FUNDS			
AMERICAN EXPRESS	NETWORK SOLUTIONS	12/2/2020	4.40
AMERICAN EXPRESS	NETWORK SOLUTIONS	12/30/2020	4.40
ARCHFORKIDS LLC	ARTS ALIVE GRANT	12/9/2020	300.00
CAPIRCHIO, BIAGIO	REIMB EXP: TESTING COPAY	12/2/2020	30.00



HOROSCOPE GUIDE	24 ISSUES SUBSCRIPTION	12/16/2020	63.00
LE HEALTH INC.	YOGA CLASSES: 11/5, 12, 19, 26	12/2/2020	300.00
LEDESMA, SOLYARIS	ZUMBA ON ZOOM 12/15/2020	12/16/2020	70.00
LEDESMA, SOLYARIS	ZUMBA ON ZOOM 12/1/2020	12/2/2020	70.00
LEDESMA, SOLYARIS	ZUMBA ON ZOOM 12/22/2020	12/23/2020	70.00
LEDESMA, SOLYARIS	ZUMBA ON ZOOM 12/30/2020	12/30/2020	70.00
LEDESMA, SOLYARIS	ZUMBA ON ZOOM 12/8/2020	12/9/2020	70.00
YONKERS PARKING AUTHORITY	SARAH LAWRENCE GRANT	12/16/2020	278.49

TOTAL

1,330.29

TRUSTS FUNDS

BAKER & TAYLOR	SAUNDERS MEMORIAL FUND	12/16/2020	30.87
BAKER & TAYLOR	SAUNDERS MEMORIAL FUND	12/30/2020	34.80
BAKER & TAYLOR	SAUNDERS MEMORIAL FUND	12/9/2020	101.36

TOTAL

167.03



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2020

Date	Num	Memo	Amount
A. Rifkin CO.			
12/03/2020	4208769	light duty courier bags	266.63
Total A. Rifkin CO.			266.63
Abbey Ice			
12/15/2020	35548	spring water	72.50
12/22/2020	35549	spring water	92.00
12/22/2020	35550	spring water	20.50
Total Abbey Ice			185.00
ABM Systems			
12/15/2020	0000017488	transducer repairs	574.00
Total ABM Systems			574.00
Adams, Luann			
12/15/2020	11272020LA	storytelling (zoom)	150.00
Total Adams, Luann			150.00
Amazon.com			
12/31/2020	443866466883	sani hand wipes (covid-19)	213.00
12/31/2020	454335473888	disposable gloves (covid-19)	269.97
12/31/2020	543365539677	disposable face masks (covid-19)	7.98
12/31/2020	564563965849	disposable face masks (covid-19)	119.80
12/31/2020	566756434657	vinyl gloves (covid-19)	89.99
12/31/2020	664576475375	Christmas face masks (covid-19)	41.97
12/31/2020	668894876836	ac furnace air filters (covid-19)	2,682.92
12/31/2020	757855877738	sanitizer refill (covid-19)	291.00
12/31/2020	768465679557	sanitizer refill (covid-19)	333.54
12/31/2020	434798377367	acrylic paint pens	146.89
12/31/2020	447544384998	desk calendar refills	20.98
12/31/2020	454638635446	materials	34.29
12/31/2020	457556393465	felt tip pens	4.98
12/31/2020	457968964396	mailing envelopes	9.99
12/31/2020	498874534968	tie dye fabric pens	148.11
12/31/2020	534887796745	glue sticks	6.47
12/31/2020	558594398696	office supplies	329.04
12/31/2020	576464876877	laptop cases	399.80
12/31/2020	655786944777	p-touch label tape	12.50
12/31/2020	665974939798	paper shredder	154.99
12/31/2020	694547789965	ipad tripod	61.98
12/31/2020	699586555473	battery for hp probook	17.54
12/31/2020	798685854358	heavy duty chair mats	91.47
12/31/2020	858347883434	wite-out	28.98
12/31/2020	863764467798	purple glue sticks	24.66
12/31/2020	865953837475	Christmas stickers	6.99
12/31/2020	959758557735	mini refrigerator	144.99
12/31/2020	987448699756	office supplies	42.69
Total Amazon.com			5,737.51
American Express			
12/15/2020	112020AE	software, materials	925.64
12/15/2020	112020AE	software, materials	1,999.98
12/31/2020	122120AE	software	733.70
Total American Express			3,659.32
Amoils, Roseanne			
12/15/2020	80	job coach (zoom)	510.00
12/28/2020	81	job coach (zoom)	765.00
Total Amoils, Roseanne			1,275.00
Avila, Teresa			
12/22/2020	VR5	esl conversation class (zoom)	100.00
12/22/2020	VR6	esl conversation class (zoom)	150.00

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2020

Date	Num	Memo	Amount
Total Avila, Teresa			250.00
Barnes & Noble			
12/15/2020	4048824	materials	216.37
12/15/2020	4048735	materials	750.90
Total Barnes & Noble			967.27
Bergamini, Gina			
12/03/2020	112120GB	music & movement class (zoo...	50.00
Total Bergamini, Gina			50.00
Brodart			
12/15/2020	569351	bookends	173.15
12/15/2020	CY67134	credit memo freight	-77.76
Total Brodart			95.39
Cablevision Lightpath			
12/22/2020	100430931	internet 12/1-12/31/20	5,233.55
12/22/2020	100430939	phones 12/1-12/31/20	3,558.46
Total Cablevision Lightpath			8,792.01
Cablevision Optimum			
12/03/2020	07803550279dec20	internet & phone 11/23-12/22/...	141.18
12/15/2020	07803544469dec20	cable boxes 12/1-12/31/20	16.80
12/22/2020	07803065546dec20	cable box 12/8/20-1/7/21	8.40
12/31/2020	07803550279jan21	internet & phones 12/23-1/22/21	141.18
Total Cablevision Optimum			307.56
Cengage Learning			
12/15/2020	72679878	subscription 11/27/20-11/26/21	4,000.00
12/31/2020	72747107	subscription 12/16/20-12/15/21	3,959.52
Total Cengage Learning			7,959.52
Citadel Pest Control			
12/03/2020	4033	pest control	200.00
Total Citadel Pest Control			200.00
Con Edison (Consolidated Edison)			
12/15/2020	5909214217dec20	gas 10/28-12/1/20	143.25
Total Con Edison (Consolidated Edison)			143.25
Crown Janitorial			
12/15/2020	467519-2	janitorial products	162.52
12/22/2020	467519-3	gloves (large) (covid-19)	167.34
Total Crown Janitorial			329.86
Demco			
12/03/2020	6872063	assorted h-bands	71.85
12/03/2020	6873257	library supplies	184.94
12/28/2020	6883337	shelf adapters	122.97
Total Demco			379.76
Demco Software			
12/22/2020	INV00012261	annual subscription 12/1/20-1...	1,993.44
Total Demco Software			1,993.44
DPW Pasny			
12/21/2020	NOV-20	electric charges	7,655.87
12/21/2020	NOV-20	electric charges	413.36
Total DPW Pasny			8,069.23

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
December 2020

Date	Num	Memo	Amount
Ebsco			
12/31/2020	2101149	subscription	109.12
Total Ebsco			109.12
Emil Yedowitz Landscaping			
12/15/2020	2020100711052111	winterize sprinkler system	90.00
Total Emil Yedowitz Landscaping			90.00
Five Star Equipment			
12/03/2020	R59782	repair and supplies windsor s...	453.80
Total Five Star Equipment			453.80
GovConnection			
12/03/2020	70580472	color toners	1,235.32
12/03/2020	70601701	HD usb webcams	546.50
12/15/2020	70679667	black usb kits	530.40
12/22/2020	70708022	thermal receipts	690.50
12/31/2020	70797149	apple macbook pro 13"	1,425.00
12/31/2020	70797151	32GB ultra USBs	90.50
Total GovConnection			4,518.22
Grainger			
12/03/2020	9718010185	pneumatic transducer	1,955.00
Total Grainger			1,955.00
Gruppuso Plumbing			
12/15/2020	20-263	repair men's room will branch	665.00
Total Gruppuso Plumbing			665.00
Hudson Archival/Microimaging			
12/15/2020	14909	annual security roll 1/1/21-12/...	11.25
Total Hudson Archival/Microimaging			11.25
ITG Larson, Inc.			
12/03/2020	2803	service contract 10/1/20-9/30/...	13,559.30
Total ITG Larson, Inc.			13,559.30
Katta Protective Service LLC			
12/03/2020	1820	security guard service 8/24-9...	8,204.00
12/03/2020	1862	security guard service 9/21-1...	13,923.36
12/28/2020	1904	security guard service will br...	6,844.48
Total Katta Protective Service LLC			28,971.84
LE Health Inc.			
12/15/2020	1125	story yoga (zoom)	75.00
Total LE Health Inc.			75.00
Metro Group, Inc.			
12/15/2020	PI 717648	cooling service 12/1-12/31/20	836.50
Total Metro Group, Inc.			836.50
Midwest Tape			
12/15/2020	99614985	materials	9.09
12/15/2020	99614986	materials	101.41
12/15/2020	99614987	materials	53.35
12/15/2020	99614989	materials	9.99
12/15/2020	99615000	materials	46.98
12/15/2020	99615001	materials	81.84
12/15/2020	99642905	materials	13.98
12/15/2020	99642906	materials	111.96
12/15/2020	99642907	materials	89.49
12/15/2020	99642908	materials	54.58

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2020

Date	Num	Memo	Amount
12/15/2020	99642909	materials	44.97
12/15/2020	99647011	materials	21.69
Total Midwest Tape			639.33
Multicultural Books and Video			
12/15/2020	20-1078	materials	191.08
Total Multicultural Books and Video			191.08
New York Library Association			
12/28/2020	121420	membership renewal 1/1/21-1...	50.00
Total New York Library Association			50.00
North State Mechanical Corp.			
12/15/2020	12356-44	ac shutdown & heating start-up	4,450.00
Total North State Mechanical Corp.			4,450.00
Overdrive			
12/03/2020	01322DA20411490	materials	55.00
12/15/2020	01322CO20424537	materials	3,873.59
12/15/2020	01322DA20422261	materials	55.00
12/28/2020	01322CO20448484	materials	684.91
12/31/2020	01322CO20457609	materials	348.13
12/31/2020	01322CO20459022	materials	20.97
Total Overdrive			5,037.60
Personnel Concepts			
12/28/2020	9345311935	ny compliance subscription	128.80
Total Personnel Concepts			128.80
Peterson's			
12/15/2020	INV-2251154	materials	51.84
Total Peterson's			51.84
Quill Corp.			
12/15/2020	12386170	masks (covid-19)	54.99
Total Quill Corp.			54.99
Schall Hardware			
12/15/2020	18946	maintenance supplies	529.28
Total Schall Hardware			529.28
Shulman, Barbara			
12/22/2020	1BS	job search workshop (zoom)	390.00
Total Shulman, Barbara			390.00
So Fun City, LLC			
12/22/2020	1145	so yummy workshop (zoom)	250.00
Total So Fun City, LLC			250.00
Sprague Operating Resources			
12/15/2020	00010627752	bioheat oil	4,023.93
12/22/2020	00010652723	bioheat oil crestwood	411.72
Total Sprague Operating Resources			4,435.65
Torres, Arnaldo			
12/15/2020	112520AT	reimbursement program supp...	23.00
Total Torres, Arnaldo			23.00
Verizon			
12/03/2020	9143372191dec20	phones 11/16-12/15/20	149.09
12/03/2020	9143373015dec20	phones 11/16-12/15/20	50.38

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 December 2020

Date	Num	Memo	Amount
12/15/2020	9144109274DEC20	phones 12/1-12/31/20	44.18
12/15/2020	9147931065dec20	phones 11/19-12/18/20	36.83
12/28/2020	9143372191jan21	phones 12/16-1/15/21	148.05
12/28/2020	9143373015jan21	phones 12/16-1/15/21	48.31
12/31/2020	9147931065jan21	phones 12/19-1/18/21	36.83
Total Verizon			513.67
Verizon Wireless			
12/03/2020	9866741334	cell phones 10/11-11/10/20	212.89
12/03/2020	9866741335	cell phones 10/11-11/10/20	63.00
12/22/2020	9867677409	cell phones 10/24-11/23/20	328.64
12/31/2020	9868855223	cell phones 11/11-12/10/20	400.34
12/31/2020	9868855224	cell phones 11/11-12/10/20	517.85
Total Verizon Wireless			1,522.72
Walsh, Michael A			
12/03/2020	1152020	employee reimbursement con...	149.00
Total Walsh, Michael A			149.00
WB Mason			
12/03/2020	215541827	water bottles	50.10
12/03/2020	215708461	office supplies	44.56
12/15/2020	215997978	googone	12.98
12/15/2020	215775199	bags contactless delivery (co...	187.96
Total WB Mason			295.60
Yonkers Parking Authority			
12/15/2020	21-1432	employee parking	8,076.21
Total Yonkers Parking Authority			8,076.21
Zev Haber Music by Zev			
12/15/2020	4950	live music show (zoom)	125.00
Total Zev Haber Music by Zev			125.00
TOTAL			119,543.55

Code	Account Name	Adopted Budget	Current Budget (with transfers)	Spent Previous Months	Spent This Month	YTD	Balance	% used
					DECEMBER			
101	Salaries	6,489,818	6,489,818	2,623,504	470,632	3,094,136	3,395,682	48%
103	Temp Services	660,600	660,600	221,366	18,448	239,814	420,786	36%
150	Termination Payments	35,000	35,000	10,862	0	10,862	24,138	31%
198	Overtime	270,450	270,450	159,130	1,350	160,480	109,970	59%
	Personal Services Total:	7,455,868	7,455,868	3,014,862	490,430	3,505,292	3,950,576	47%
280	Reference Materials	82,000	82,000	2,197	8,866	11,063	70,937	13%
	Materials Total	82,000	82,000	2,197	8,866	11,063	70,937	13%
301	Office Supplies	97110	97,110	29,298	2,668	31,966	65,144	33%
306	Janitorial Supplies	33100	33100	8,373	753	9,126	23,974	28%
308	Wearing Apparel	2,971	2,971	0	0	0	2,971	0%
309	Fuel For Heating	85,500	85,500	0	4,436	4,436	81,064	5%
312	Hardware	7,025	7,025	2,013	529	2,542	4,483	36%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0%
314	Electrical Supplies	750	750	216	0	216	534	29%
327	Nursery Supplies	300	300	0	0	0	300	0%
361	Gas	2,000	2,000	557	143	700	1,300	35%
	Material and Supplies Total	229,756	229,756	40,457	8,529	48,986	180,770	21%
401	Insurance	32,575	32,575	26,586	0	26,586	5,989	82%
402	Telephones	63,900	63,900	14,912	5,286	20,198	43,702	32%
403	Printing	13,310	13,310	6,481	0	6,481	6,829	49%
404	Lights and Power	170,226	170,226	12,328	0	12,328	157,898	7%
405	Postage	3,800	3,800	0	0	0	3,800	0%
406	Freight and Express	500	500	62	-78	-16	516	-3%
407	Equipment Maint. And Repair	45,700	45,700	12,279	3,257	15,536	30,164	34%
408	Rental of Equipment	14,280	14,280	2,161	216	2,377	11,903	17%
409	Building Maint. And Repair	78,000	78,000	19,768	5,287	25,055	52,946	32%
410	Milage Allowance	685	685	56	0	56	629	8%
413	Professional Fees	183,950	183,950	59,066	33,419	92,485	91,465	50%
415	Outside Labor & Related Charges	45,500	45,500	5,988	755	6,743	38,757	15%
419	Misc. Expenses	16,750	21164	12,530	8,087	20,617	547	97%
421	Rental of Space	0	0	0	0	0		0%
422	Janitorial Service	2,600	2,600	1,570	0	1,570	1,030	60%
424	Maint. Of Office Equipment	3200	3200	0	502.8	502.8	2697.2	0.157125
425	Subscriptions and Publicationns	121,183	121,183	35,533	4,069	39,602	81,581	33%
430	IT Hardware Maint.	44,000	44,000	15,408	2,725	18,133	25,867	41%
431	IT Software Licensing and Maint.	486,323	486,323	189,003	8,886	197,889	288,434	41%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	270	50	320	1,830	15%
446	Automobile Repair	6,000	6,000	1,996	0	1,996	4,004	33%
481	Binding of Books	700	700	0	0	0	700	0%
496	Special Projects	20,000	20,000	4,869	2,841	7,710	12,290	39%
	Contractual Services Total	1,355,332	1,359,746	420,866	75,304	496,170	863,576	36%
	Total Operating Budget	9,122,956	9,127,370	3,478,382	583,129	4,061,511	5,065,859	44%



**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2020-JUNE 30, 2021
 REVENUE**

Revenue Category	Budgeted Revenue 2020-2021	Revenue Realized 7/1/2020-6/30/2021
		12/31/2020
Fees & Fines	\$51,000	\$242
Rental of Property	11,000	300
Miscellaneous (Includes E-Rate)	41,050	0
Total Library Generated Revenues	<u>\$103,050</u>	<u>\$542</u>
State Funding	47,560	40,310
Transfer from City of Yonkers General Fund	9,497,773	9,497,773
Transfer from Library Fund	811,831	811,831
Total	<u>\$10,460,214</u>	<u>\$10,350,456</u>



**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2020-JUNE 30, 2021
 GRANTS FUNDS**

	AMOUNT AWARDED	AMOUNT AVAILABLE 12/31/2020
DANY	250,000	86,904
* SED-LDA	211,412	148,468
MONTEFIORE ADDITION	95,475	2,496
SED-LDA (2)	211,412	183,559
WILL SPACE STUDY	25,000	25,000
CBG RF TEEN ROOM	30,000	15,000

* City had not applied final payment.



**YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2020-JUNE 30, 2021
CAPITAL FUNDS**

		ORIGINAL AMOUNT	AMOUNT AVAILABLE
C2099CP			
510647	Will Auditorium Improv.	55,000	48,229
510874	Boiler Upgrades	568,000	53,504
510931	Elevator Replacement	412,000	397,500
510956	Library Books and other Equipment	450,000	187,208



**YONKERS PUBLIC LIBRARY
BANK ACCOUNT INFORMATION
Dec-20**

<u>BANK</u>	<u>RATE</u>	<u>ACCOUNT NAME</u>	<u>NUMBER</u>	<u>EXP.</u>	<u>TYPE</u>	<u>12/31/2020</u>
ENDOWMENTS AND TRUSTS						
<u>SAUNDERS ENDOWMENT GOAL \$65,000</u> ***STERLING NATIONAL BANK	2.75%	SAUNDERS BOOK FUND	4658	6/4/2020	15 MO. CD	\$0.00
<u>JUTKOWITZ ENDOWMENT GOAL \$10,000</u> ***SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	JOHN JUTKOWITZ THEATER FUND	1100221	9/11/2020	15 MO. CD	\$0.00
<u>KOGAN ENDOWMENT GOAL \$5,000</u> ***SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	DAVID S. KOGAN MEM FUND	1085514	8/29/2020	12 MO. CD	\$0.00
<u>MURPHY ENDOWMENT GOAL \$5,000</u> ***SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	RITA G. MURPHY MEM FUND	1097874	6/26/2020	15 MO. CD	\$0.00
<u>CHECKING ACCOUNT</u> STERLING NATIONAL BANK	N/A	YPL TRUST ACCOUNT ***	6700288970	----	CHECKING	\$8,181.62

UNRESTRICTED ACCOUNTS						
<u>CONTRIBUTIONS FUNDS</u>						
***STERLING NATIONAL BANK	2.75%	CONTRIBUTIONS ACCOUNT	4659	6/4/2020	15 MO. CD	\$0.00
***SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	CONTRIBUTIONS ACCOUNT	1102029	8/7/2020	12 MO. CD	\$0.00
SUNNYSIDE FEDERAL SAVINGS & LOANS	0.70%	CONTRIBUTIONS ACCOUNT	1103671	10/27/2021	12 MO. CD	\$54,188.18
<u>CHECKING ACCOUNT</u> STERLING NATIONAL BANK	0.01%	CONTRIBUTIONS ACCOUNT	6700289260	----	CHECKING	\$72,339.25

***Due to Covid-19, the rates were substantially low, therefore, these accounts were closed. The Library is holding money until better interest rate is available.



Management Report
Board Meeting
January 21, 2021

Public Service Update: Yonkers Public Library (YPL) reopened its doors at the Will Library and Riverfront Library to limited in-branch services on January 11. Crestwood Library is limited to contact-free pickup until further notice. Although these libraries are open, visits and circulation have declined as visitors become more cautious in their activities. YPL will continue to monitor directives and actions from the state and city regarding its service levels.

Funding Updates: Last month, YPL was fortunate to receive funding assistance from Westchester County Legislator Ruth Walter and the County Board of Legislators. The funding will be allocated towards two projects:

- \$7,245 will go to continued virtual health, wellness and fitness programming. Z Baird will manage these programs. In 2020, YPL received similar funding (\$7,000) to fund these programs, and it facilitated over 100 programming sessions with a combined attendance of over 2,800.
- \$18,000 will go towards sustainability projects and programming at the Grinton I. Will Library. YPL has already met with a potential partner, Groundwork Hudson Valley, and discussed possible improvements to the Will Library landscape.

Annual Appeal: Additionally, the Foundation for the Yonkers Public Library (FYPL) had a very successful annual appeal, considering the challenging fundraising environment. We are pleased and thankful to report that FYPL issues YPL a \$20,000 check to support programs and special projects.

Partnerships and Programs: YPL continues to work with various organizations and city agencies:

- YPL hosted a Back to School night to introduce parents of YPS students to library resources and services.
- Next week, YPL is co-hosting the first of two information sessions with Sustainable Westchester regarding the Westchester Power Program, which would enable the City of Yonkers to get competitive, bulk pricing for 100% renewable energy.
- Also next week, YPL will co-host a webinar on vaccines with St. John's Riverside Hospital.
- YPL is hosting the Winter Reading Escape challenge, which encourages Yonkers residents to increase their reading in the new year by logging the books they read through March 20th. The challenge leverages the same software as YPL's summer reading website. Every book logged will create an electronic raffle ticket for a Kindle reading device.

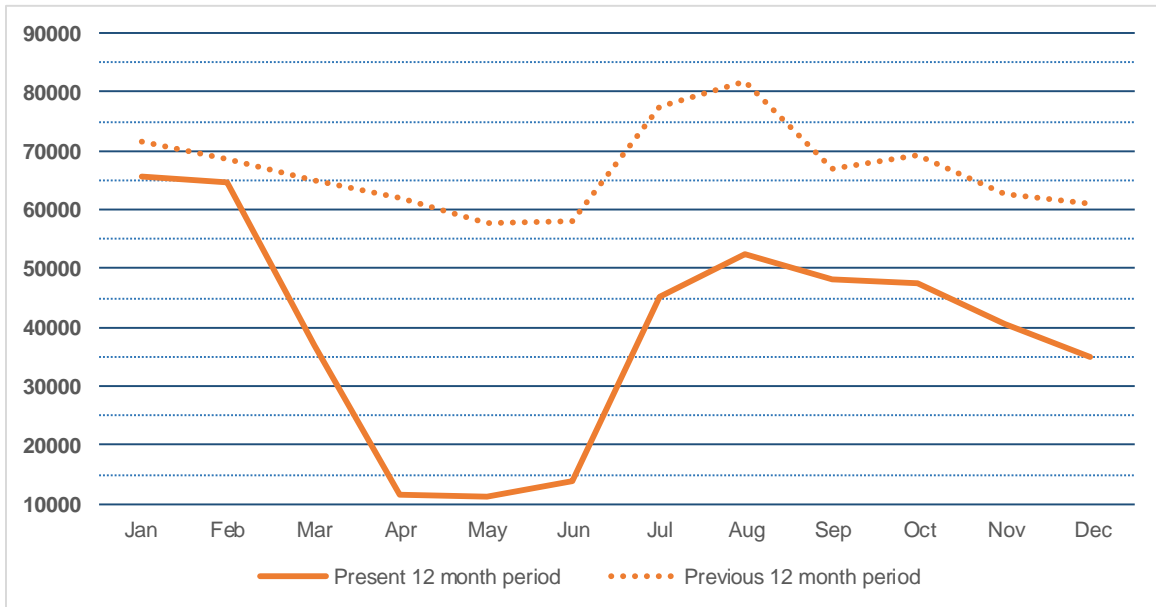


YPL and Vaccines: YPL is assessing the role it can play in the vaccine rollout effort. Although the information about vaccine eligibility, supply, and vaccination locations is changing rapidly, YPL is in regular contact with the City of Yonkers - especially its Office for the Aging - to discuss reasonable ways YPL can assist residents seeking vaccinations. YPL has offered its Riverfront and Will libraries to the City of Yonkers to serve as vaccination hubs, with the understanding that it can not offer traditional library services at the same time. In a recent press release, the City of Yonkers cited YPL as potential sites as it advocates for the state to establish a vaccine hub in Yonkers.

FY22 Budget Update: YPL is in the beginning stages of proposing an FY22 budget. In its initial proposal, YPL requested a full restoration of the 10% withheld during FY21, and the addition of two new positions originally requested in FY21 (an art curator/educator position and another Young Adult librarian position). The budget also requested additional funding for refreshing the summer reading collection and improvements to meeting rooms.

CIRCULATION SUMMARY

YONKERS PUBLIC LIBRARY



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Present 12 month period	65766	64816	37052	11424	11111	13859	45281	52569	48249	47643	40546	35009
Previous 12 month period	71637	68723	65041	62092	57630	57955	77481	81689	67036	69319	62605	61094
	-8.2%	-5.7%	-43.0%	-81.6%	-80.7%	-76.1%	-41.6%	-35.6%	-28.0%	-31.3%	-35.2%	-42.7%

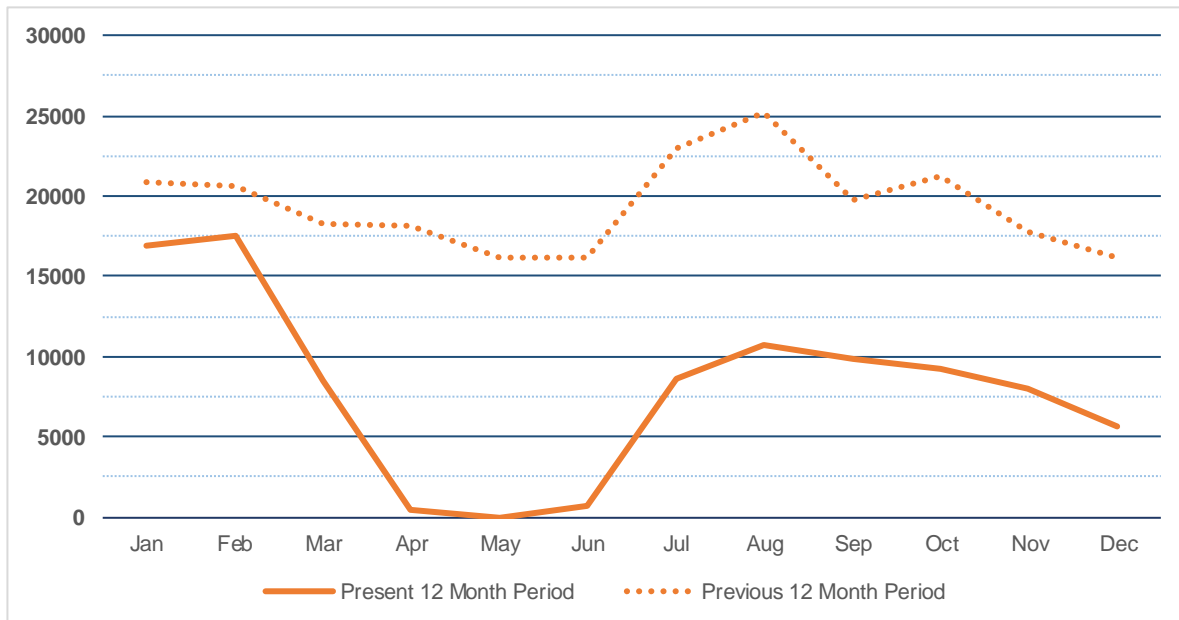
	Dec-19	Dec-20		
_audiobook	821	446	-375	-45.7%
_biography	482	374	-108	-22.4%
_express	686	161	-525	-76.5%
_fiction	5106	4146	-960	-18.8%
_foreign_language	250	120	-130	-52.0%
_juv_audiobook	102	44	-58	-56.9%
_juv_fiction	13619	5410	-8209	-60.3%
_juv_foreign	304	58	-246	-80.9%
_juv_movie	3540	795	-2745	-77.5%
_juv_nonfiction	2434	983	-1451	-59.6%
_magazine	115	64	-51	-44.3%
_movie	13491	4899	-8592	-63.7%
_music	2344	1395	-949	-40.5%
_new_book	3340	1730	-1610	-48.2%
_nonfiction	4791	3012	-1779	-37.1%
_ya_av	218	73	-145	-66.5%
_ya_fiction	1060	878	-182	-17.2%
_ya_nonfiction	247	148	-99	-40.1%
Electronic Content Use	7218	9964	2746	38.0%

Circulation Profile:	Dec-19	Dec-20	
_audiobook	1.3%	1.3%	-0.1%
_biography	0.8%	1.1%	0.3%
_express	1.1%	0.5%	-0.7%
_fiction	8.4%	11.8%	3.5%
_foreign_language	0.4%	0.3%	-0.1%
_juv_audiobook	0.2%	0.1%	0.0%
_juv_fiction	22.3%	15.5%	-6.8%
_juv_foreign	0.5%	0.2%	-0.3%
_juv_movie	5.8%	2.3%	-3.5%
_juv_nonfiction	4.0%	2.8%	-1.2%
_magazine	0.2%	0.2%	0.0%
_movie	22.1%	14.0%	-8.1%
_music	3.8%	4.0%	0.1%
_new_book	5.5%	4.9%	-0.5%
_nonfiction	7.8%	8.6%	0.8%
_ya_av	0.4%	0.2%	-0.1%
_ya_fiction	1.7%	2.5%	0.8%
_ya_nonfiction	0.4%	0.4%	0.0%
Electronic Content Use	11.81%	28.46%	16.6%



CIRCULATION SUMMARY

RIVERFRONT LIBRARY



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Present 12 Month Period	16888	17557	8554	491	9	650	8644	10739	9807	9186	7995	5654
Previous 12 Month Period	20897	20605	18225	18154	16156	16222	22931	25192	19736	21240	17738	16212
	-19.2%	-14.8%	-53.1%	-97.3%	-99.9%	-96.0%	-62.3%	-57.4%	-50.3%	-56.8%	-54.9%	-65.1%

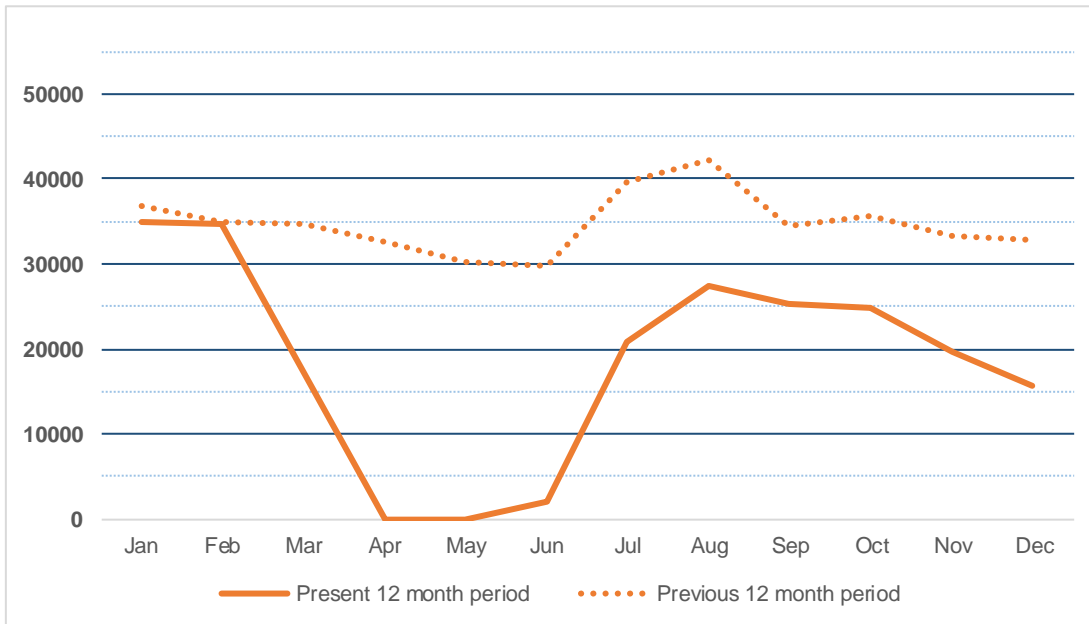
	Dec-19	Dec-20		
_audiobook	159	77	-82	-51.6%
_biography	98	80	-18	-18.4%
_express	408	65	-343	-84.1%
_fiction	772	855	83	10.8%
_foreign_language	160	79	-81	-50.6%
_juvenile_audiobook	15	9	-6	-40.0%
_juvenile_fiction	3665	968	-2697	-73.6%
_juvenile_foreign	205	15	-190	-92.7%
_juvenile_movie	1360	127	-1233	-90.7%
_juvenile_nonfiction	567	240	-327	-57.7%
_magazine	13	6	-7	-53.8%
_movie	5502	1276	-4226	-76.8%
_music	393	222	-171	-43.5%
_new_book	562	299	-263	-46.8%
_nonfiction	1230	794	-436	-35.4%
_young_adult_av	82	28	-54	-65.9%
_young_adult_fiction	461	345	-116	-25.2%
_young_adult_nonfiction	82	39	-43	-52.4%

Circulation Profile:	Dec-19	Dec-20	
_audiobook	1.0%	1.4%	0.4%
_biography	0.6%	1.4%	0.8%
_express	2.5%	1.1%	-1.4%
_fiction	4.8%	15.1%	10.4%
_foreign_language	1.0%	1.4%	0.4%
_juvenile_audiobook	0.1%	0.2%	0.1%
_juvenile_fiction	22.6%	17.1%	-5.5%
_juvenile_foreign	1.3%	0.3%	-1.0%
_juvenile_movie	8.4%	2.2%	-6.1%
_juvenile_nonfiction	3.5%	4.2%	0.7%
_magazine	0.1%	0.1%	0.0%
_movie	33.9%	22.6%	-11.4%
_music	2.4%	3.9%	1.5%
_new_book	3.5%	5.3%	1.8%
_nonfiction	7.6%	14.0%	6.5%
_young_adult_av	0.5%	0.5%	0.0%
_young_adult_fiction	2.8%	6.1%	3.3%
_young_adult_nonfiction	0.5%	0.7%	0.2%



CIRCULATION SUMMARY

GRINTON I. WILL LIBRARY



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Present 12 month p	35005	34799	17208	37	25	2033	20880	27527	25283	24861	19726	15789
Previous 12 month	36902	34947	34765	32680	30315	29811	39635	42145	34552	35766	33251	32841
	-5.1%	-0.4%	-50.5%	-99.9%	-99.9%	-93.2%	-47.3%	-34.7%	-26.8%	-30.5%	-40.7%	-51.9%

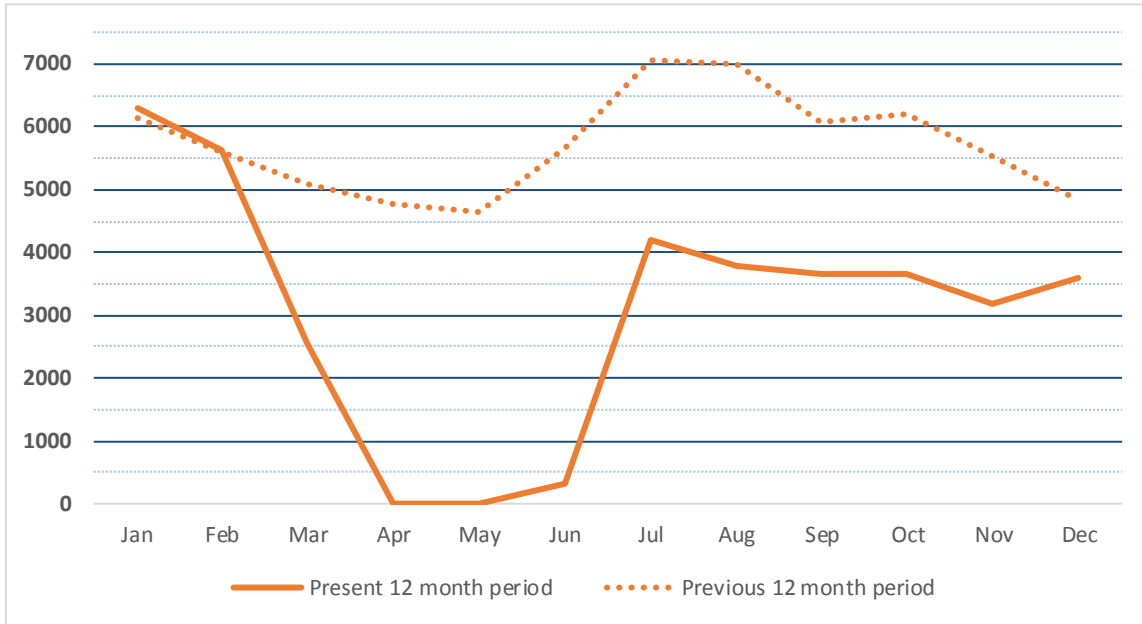
	Dec-19	Dec-20		
_audiobook	548	314	-234	-42.7%
_biography	328	227	-101	-30.8%
_express	241	84	-157	-65.1%
_fiction	3617	2655	-962	-26.6%
_foreign_language	70	41	-29	-41.4%
_juv_audiobook	72	29	-43	-59.7%
_juv_fiction	8984	3600	-5,384	-59.9%
_juv_foreign	88	38	-50	-56.8%
_juv_movie	1949	617	-1,332	-68.3%
_juv_nonfiction	1505	582	-923	-61.3%
_magazine	58	57	-1	-1.7%
_movie	7043	3069	-3,974	-56.4%
_music	1704	1000	-704	-41.3%
_new_book	2418	1126	-1,292	-53.4%
_nonfiction	3056	1707	-1,349	-44.1%
_ya_av	104	27	-77	-74.0%
_ya_fiction	549	407	-142	-25.9%
_ya-nonfiction	147	66	-81	-55.1%

Circulation Profile:	Dec-19	Dec-20	
_audiobook	1.7%	2.0%	0.3%
_biography	1.0%	1.4%	0.4%
_express	0.7%	0.5%	-0.2%
_fiction	11.0%	16.8%	5.8%
_foreign_language	0.2%	0.3%	0.0%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	27.4%	22.8%	-4.6%
_juv_foreign	0.3%	0.2%	0.0%
_juv_movie	5.9%	3.9%	-2.0%
_juv_nonfiction	4.6%	3.7%	-0.9%
_magazine	0.2%	0.4%	0.2%
_movie	21.4%	19.4%	-2.0%
_music	5.2%	6.3%	1.1%
_new_book	7.4%	7.1%	-0.2%
_nonfiction	9.3%	10.8%	1.5%
_ya_av	0.3%	0.2%	-0.1%
_ya_fiction	1.7%	2.6%	0.9%
_ya-nonfiction	0.4%	0.4%	0.0%



CIRCULATION SUMMARY

CRESTWOOD LIBRARY



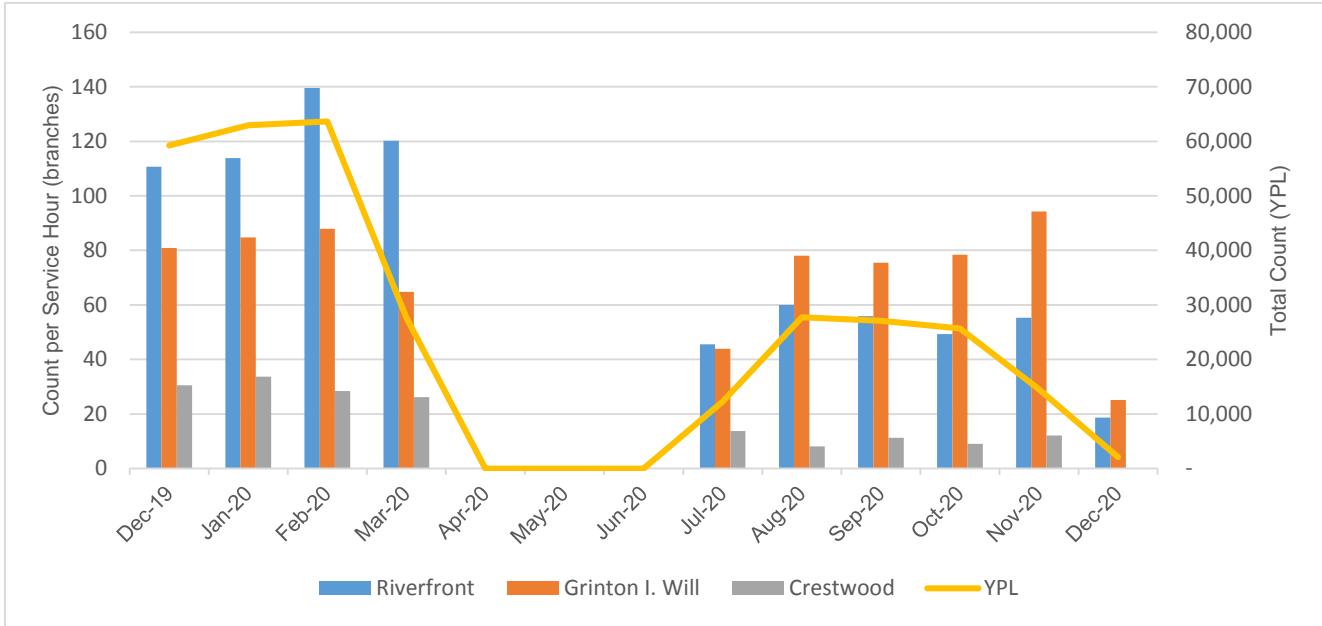
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Present 12 month p	6300	5617	2540	2	11	323	4208	3778	3663	3663	3180	3602
Previous 12 month	6129	5586	5085	4779	4635	5657	7074	6990	6063	6210	5539	4823
	2.8%	0.6%	-50.0%	-100.0%	-99.8%	-94.3%	-40.5%	-46.0%	-39.6%	-41.0%	-42.6%	-25.3%

	Dec-19	Dec-20		
_audiobook	114	55	-59	-51.8%
_biography	56	67	11	19.6%
_express	37	12	-25	-67.6%
_fiction	717	636	-81	-11.3%
_foreign_language	20	0	-20	-100.0%
_juv_audiobook	15	6	-9	-60.0%
_juv_fiction	970	842	-128	-13.2%
_juv_foreign	11	5	-6	-54.5%
_juv_movie	231	51	-180	-77.9%
_juv_nonfiction	362	161	-201	-55.5%
_magazine	44	1	-43	-97.7%
_movie	946	554	-392	-41.4%
_music	247	173	-74	-30.0%
_nonfiction	505	511	6	1.2%
_new_book	360	305	-55	-15.3%
_ya_av	32	18	-14	-43.8%
_ya_fiction	50	126	76	152.0%
_ya_nonfiction	18	43	25	138.9%

Circulation Profile:	Dec-19	Dec-20	
_audiobook	2.4%	1.5%	-0.8%
_biography	1.2%	1.9%	0.7%
_express	0.8%	0.3%	-0.4%
_fiction	14.9%	17.7%	2.8%
_foreign_language	0.4%	0.0%	-0.4%
_juv_audiobook	0.3%	0.2%	-0.1%
_juv_fiction	20.1%	23.4%	3.3%
_juv_foreign	0.2%	0.1%	-0.1%
_juv_movie	4.8%	1.4%	-3.4%
_juv_nonfiction	7.5%	4.5%	-3.0%
_magazine	0.9%	0.0%	-0.9%
_movie	19.6%	15.4%	-4.2%
_music	5.1%	4.8%	-0.3%
_nonfiction	10.5%	14.2%	3.7%
_new_book	7.5%	8.5%	1.0%
_ya_av	0.7%	0.5%	-0.2%
_ya_fiction	1.0%	3.5%	2.5%
_ya_nonfiction	0.4%	1.2%	0.8%



TURNSTILE COUNTS



	Riverfront			Grinton I. Will			Crestwood			YPL
	Count	Hours	Per Hour	Count	Hours	Per Hour	Count	Hours	Per Hour	Total Count
Dec-19	29,318	265	111	22,650	280	81	7,292	239	31	59,260
Jan-20	30,509	268	114	24,070	284	85	8,336	247	34	62,915
Feb-20	34,327	246	140	22,854	260	88	6,476	228	28	63,657
Mar-20	15,623	130	120	8,948	138	65	3,084	118	26	27,655
Apr-20										-
May-20										-
Jun-20										-
Jul-20	6,052	133	46	5,837	133	44	399	29	14	12,288
Aug-20	11,865	198	60	15,460	198	78	390	48	8	27,715
Sep-20	11,284	202	56	15,236	202	75	574	51	11	27,094
Oct-20	9,999	203	49	15,214	194	78	435	48	9	25,648
Nov-20	6,186	112	55	7,918	84	94	398	33	12	14,502
Dec-20	887	47.5	19	1,192	47.5	25	-		0	2,079

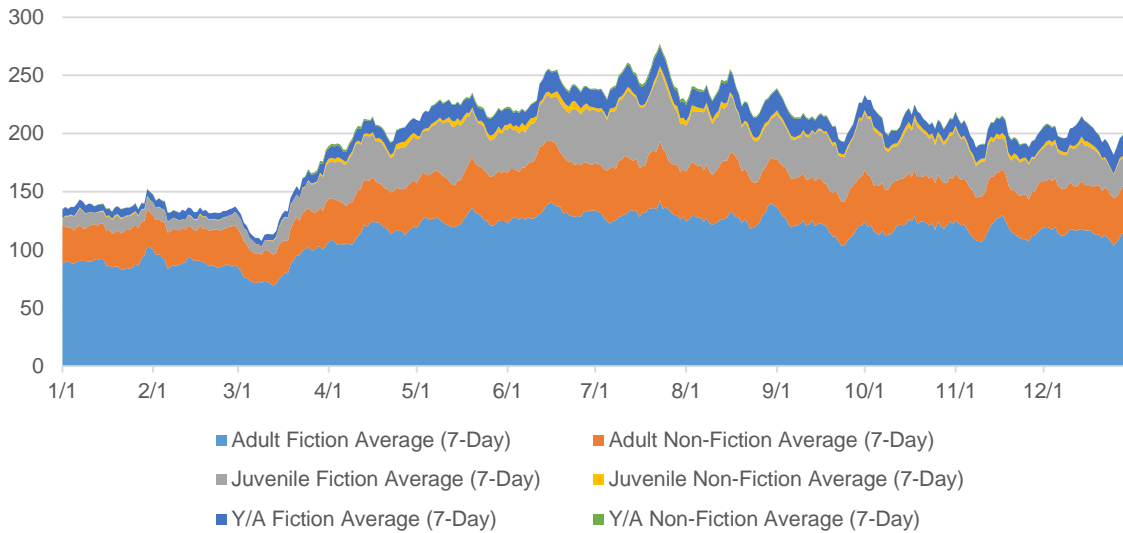
Source: Gate counters at public entrances of all three buildings. Figures include staff entries and exits.

Notes: November hourly figures have been updated following last meeting.
Will and Riverfront were open for seven days Dec. 14-24 only; Crestwood was closed to the public all month.



ELECTRONIC RESOURCES SUMMARY

Daily OverDrive Checkouts



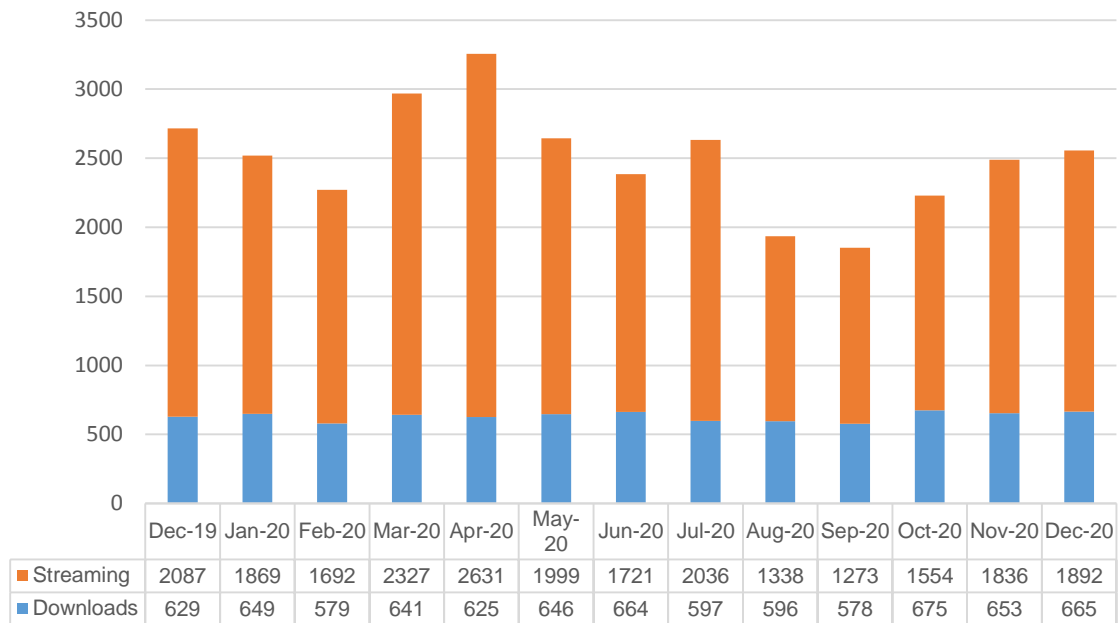
	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Dec-19	2422	832	250	3	242	8	3757
Jan-20	2808	961	359	24	201	9	4362
Feb-20	2536	892	280	9	160	4	3881
Mar-20	2713	950	587	30	209	22	4511
Apr-20	3464	1095	1080	77	327	29	6072
May-20	3892	1257	1224	102	422	32	6929
Jun-20	3960	1402	1201	130	432	29	7154
Jul-20	4039	1396	1568	103	499	62	7667
Aug-20	3981	1370	1285	96	514	42	7288
Sep-20	3519	1198	1213	64	387	22	6403
Oct-20	3734	1239	1125	90	343	17	6548
Nov-20	3501	1165	868	80	404	17	6035
Dec-20	3564	1269	891	77	448	16	6265

ELECTRONIC RESOURCES SUMMARY

Hoopla Circulation

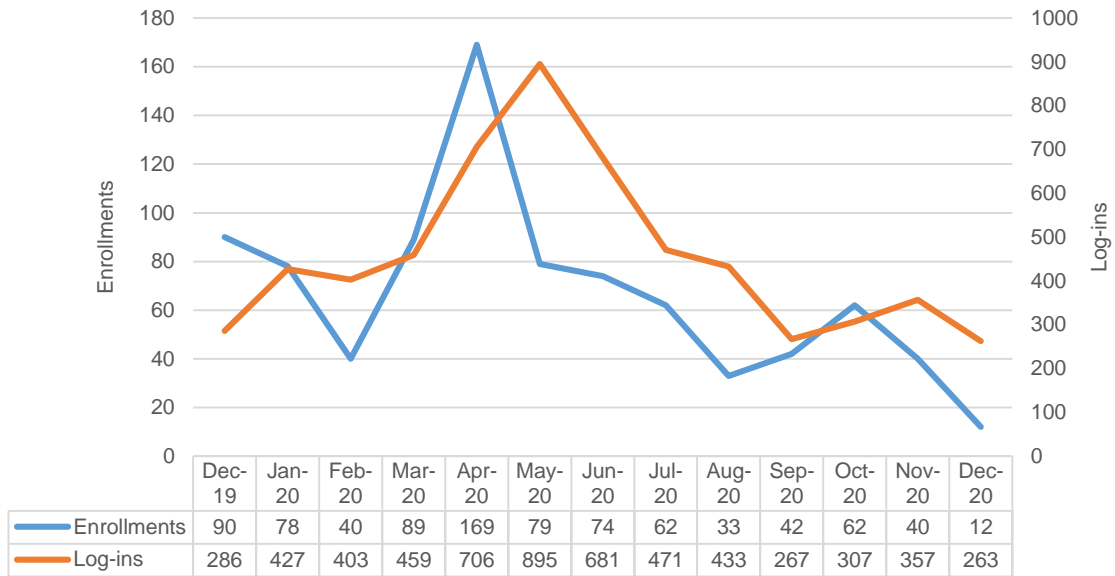
	Audiobook	Comic	eBook	Movie	Music	Television	Total	New Patrons
Dec-19	245	71	189	94	53	68	720	22
Jan-20	269	40	196	83	34	59	681	20
Feb-20	272	49	176	74	55	49	675	10
Mar-20	386	111	312	204	70	147	1230	78
Apr-20	423	183	463	247	54	154	1524	52
May-20	416	147	451	185	70	191	1460	41
Jun-20	391	123	407	206	50	101	1278	34
Jul-20	379	107	403	147	52	143	1231	49
Aug-20	446	132	377	148	43	133	1279	14
Sep-20	421	115	325	147	49	162	1219	19
Oct-20	344	86	336	193	50	129	1138	17
Nov-20	337	125	328	152	42	130	1114	19
Dec-20	344	105	370	147	57	90	1113	26

Freegal

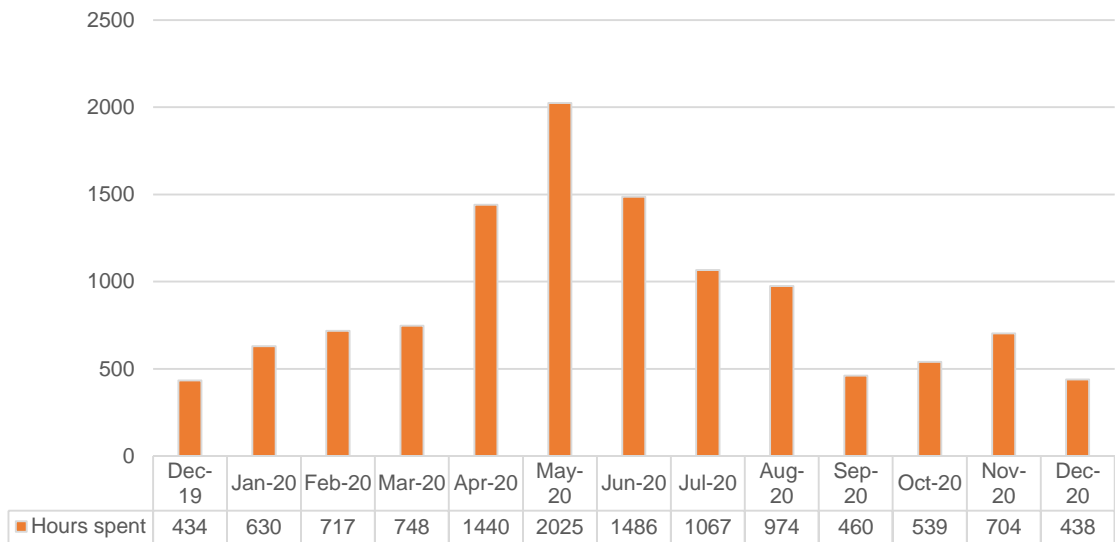


ELECTRONIC RESOURCES SUMMARY

Gale Courses

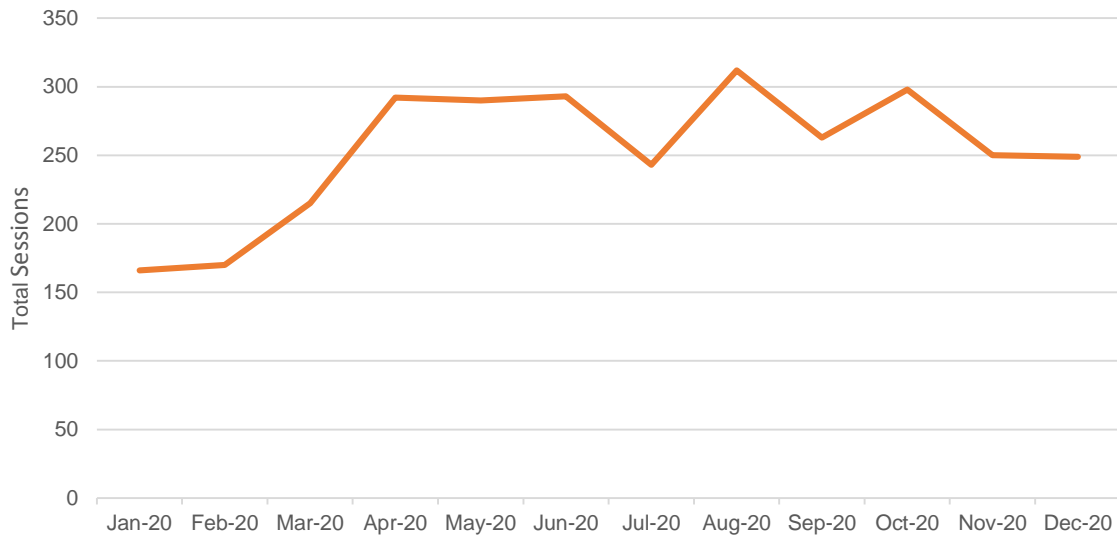


Gale Courses



ELECTRONIC RESOURCES SUMMARY

Mango Languages



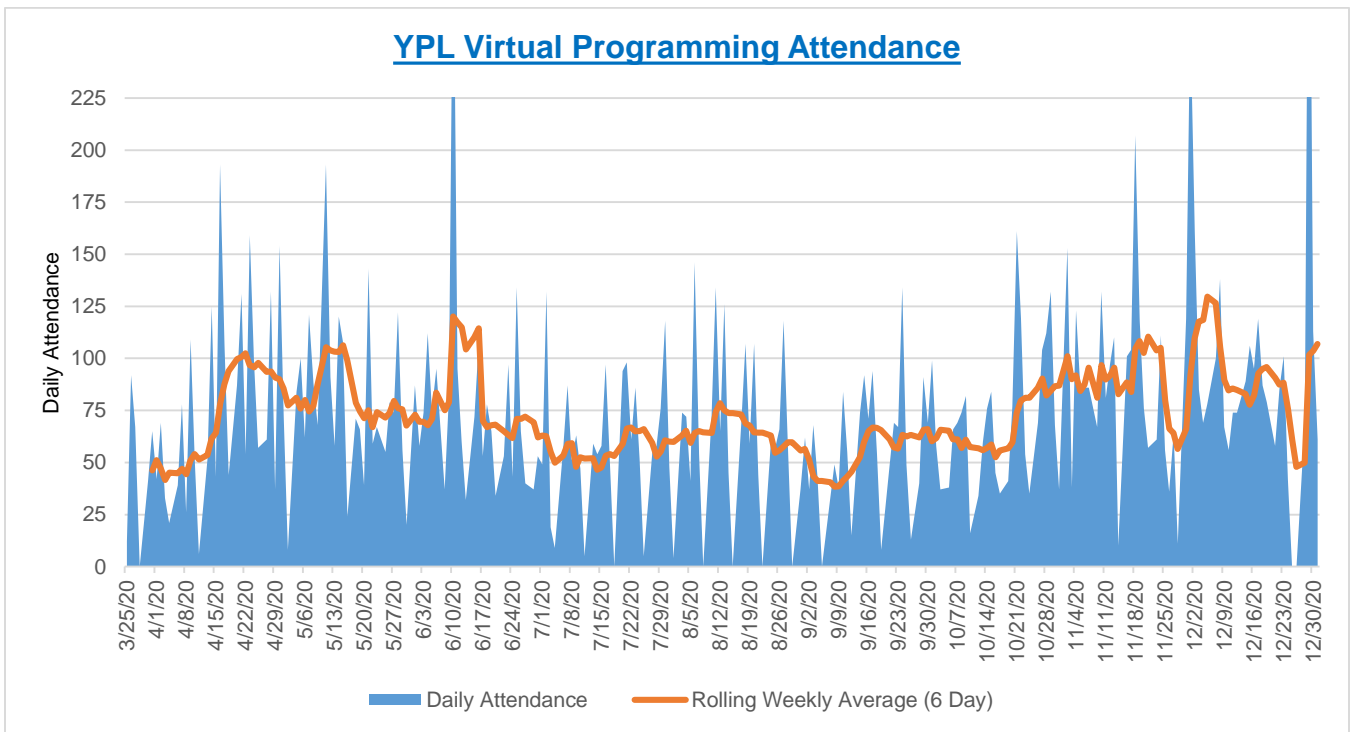
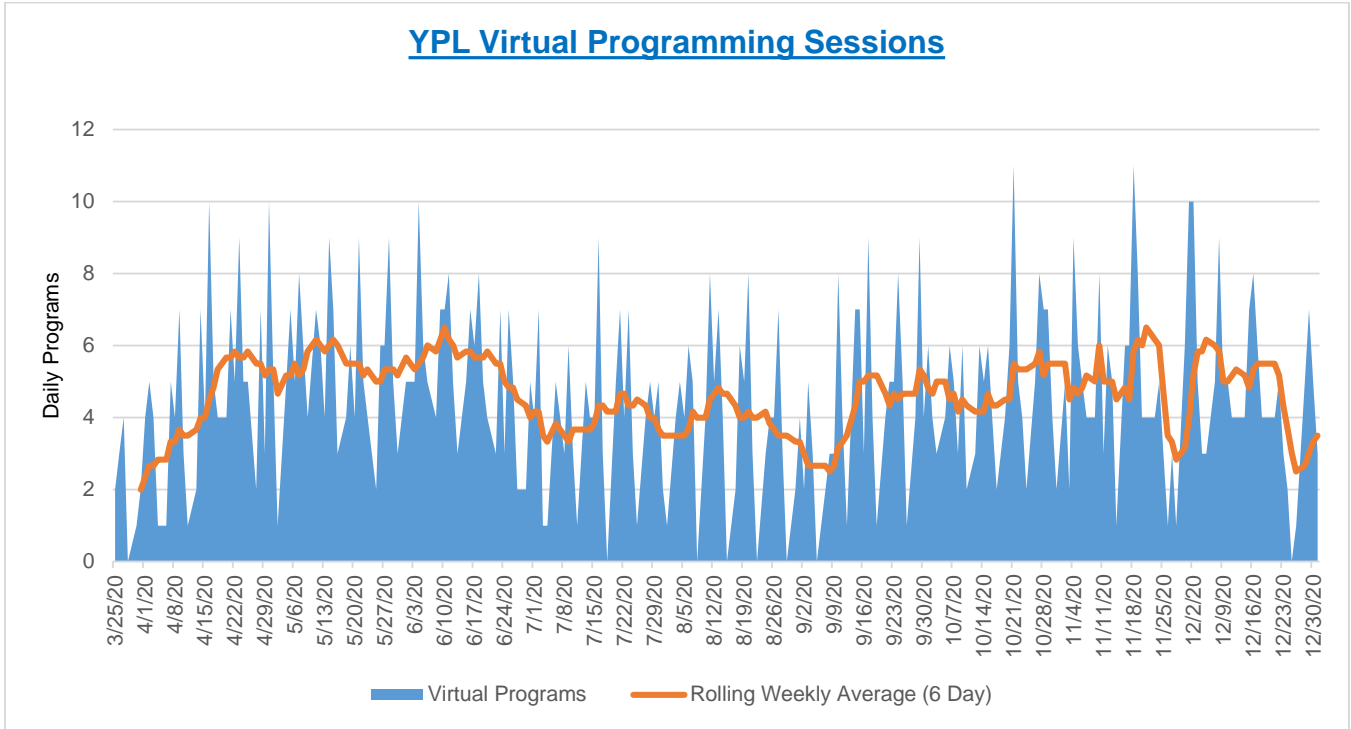
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Total Sessions:	166	170	215	292	290	293	243	312	263	298	250	249
Mobile Sessions:	77	83	81	91	148	154	113	190	167	156	99	103
Avg Session Length (min):	16	15	16	17	16	12	15	17	13	15	14	13
Total Learning Time (hours):	44.6	42.5	59.1	81.2	79.3	60.4	60.1	89.4	56.5	75.4	59.6	55.4

COURSES

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
Spanish, Latin American	36	46	69	75	87	87	59	99	95	130	111	121
ESL Spanish (Latin American)	14	16	28	51	61	53	52	82	27	54	16	17
Italian	8	10	31	41	27	13	4	7	3	30	29	23
French	21	21	19	22	21	12	9	9	12	3	9	8
Russian	5	1	2	7	15	24	18	10	43	11	9	5
Arabic, Levantine	16	14	12	15	10	7	3	2	20	12	1	7
Japanese	6	4	2	4	6	14	16	18	15	19	9	2
German	2	6	12	7	17	26	10	10	7	1	5	6
Korean	3	1	2	6	16	16	2	8	7	13	21	9
Icelandic	13	4	7	8	0	0	0	0	12	3	0	4
Arabic, MSA	3	1	0	0	0	1	1	0	0	1	12	24
Hebrew	0	1	0	0	0	0	0	15	9	13	3	0
Turkish	0	1	0	0	0	0	10	10	3	1	6	0
Portuguese (Brazil)	2	7	0	14	2	0	1	0	1	1	1	0
Haitian Creole	3	3	0	0	0	0	6	4	0	4	3	1
Romance, Spanish	2	1	4	3	1	2	0	0	1	0	5	0
Spanish, Castilian	11	2	3	1	0	0	0	0	0	0	0	0
Chinese, Mandarin	6	0	2	0	2	0	0	1	1	3	0	0
Business, Spanish	1	1	0	3	0	2	1	1	1	1	2	1
Pirate	1	0	1	1	0	1	0	0	1	3	2	2
Spanish for Librarians	0	0	0	7	0	0	1	0	0	0	0	2
Tagalog	1	0	0	4	0	2	2	1	0	0	0	0
Business English for Spanish	1	0	0	2	2	0	0	0	0	1	1	2
Arabic, Iraqi	1	0	0	0	0	5	0	0	0	0	1	1
ESL Arabic (MSA)	4	0	0	0	4	0	0	0	0	0	0	0
Dutch	2	3	1	0	1	0	0	0	0	0	0	0



VIRTUAL PROGRAMMING SUMMARY



<u>Total Programs</u>	<u>Total Attendance</u>
1,114	17,796

NOTE: Through December 31. Attendance on non-Zoom platforms represent estimates.



QUARTERLY REPORTS

Riverfront Library October, November, December 2020

What a year!

To describe 2020 as challenging would be an understatement. But if there is one thing that these trying times have made clear, it's the importance of the Yonkers Public Library. The Library has always provided solid services to the Yonkers community -- they just look a little different now. Like our community, we are learning to adapt; and in many ways, to grow.

Riverfront Library staff has worked hard to provide service to the Yonkers community despite the challenges of the pandemic. Staff members accommodated themselves to changes in work locations and in hours of operation, to monitor building occupancy and social distancing, as well as to quarantining returned materials and sanitizing various surfaces. I am thrilled to be part of the amazing team here at Riverfront Library!

In this dire situation, when libraries might simply have suspended all services, we found new ways to be of service. During the quarter under review, the library's digital offerings were brought to the fore. Thanks to technology, our patrons still had the ability, remotely, to access eBooks, audiobooks, music and movies; and to register for library cards and to access our digital programs and services. Even books were available during Contact-Free Pickup (more about our book collection below).

Staff was on hand throughout the quarter to provide assistance over the phone and via email, patiently explaining changes in library hours and access, registering new patrons for library cards, and answering reference questions.

Our virtual programming offerings continue to be well attended. Activities offered during the quarter included programs on conversational English, grant writing, exercise and wellness, and employment skills (with a job coach), as well as Zumba sessions and a Spanish-language book discussion group

Among those hosting virtual programs during the quarter and/or creating helpful video graphed instructional materials were librarians Phyllis Cole, Alice DeWaters, Ana Gantzer, Ralph Guida, Eugene Howell, Nina Smith, Michelle Halpern and Tara Somersall.

Taking to cyberspace to reach our young patrons during this difficult period were Children's Department librarians Ralph Guida, with *Tuesday Storytime for Children with Disabilities*; Michael Halpern, with *SO Magic for Kids*, and (as co-host) *Music and Movement with Chloe*; and Renee Rabadi, who co-hosted the online programs *Zumba for Kids*, *Arch for Kids*, and *Music with Kurt*.

The Technology department saw a surge in activity due to COVID-19. When the Library was closed earlier in the year, before we reopened under restrictions, and also during Contact-Free Pickup, the Technology staff steadily met the challenges involved in dispensing information to our patrons online.

Likewise during our unanticipated Contact-Free Pickup period, the staff worked hard to improve the appearance of the Library's book collection and shelves. Staff in all departments worked tirelessly on this rehabilitation of our collection. If a book had torn pages, juice stains, or simply suffered from too much wear, the book was discarded from the collection. As a result of this focus on the "weeding" of our collection, the shelves and the holdings of the Riverfront Library now look much cleaner and fresher.

We are pleased to have Ralph Guida, a certified Notary Public, on our staff (Ralph is a librarian in the Children's Department). During the last quarter, Ralph notarized 122 documents for the benefit of our patrons. (The Riverfront Library provides this service free of charge; it is available, however, only by appointment.)



QUARTERLY REPORTS

Hoping by our joint efforts to make a positive difference in people's lives, members of the Riverfront staff have continued during the pandemic to maintain our partnerships with other community organizations. Arnaldo Torres has continued to serve on the Board of the Yonkers YMCA; Eugene Howell has continued his work as a community liaison with the Yonkers Community Action Network; Lawrence Farah has continued to attend, through Zoom, meetings of the Yonkers Rotary International; and Sandy Amoyaw has continued to attend, through Zoom, meetings of both the Salvation Army and the Rotary International.

Our Outreach programs and meetings during the quarter included the following:

- Tara Somersall, Children's Department Head, and Aurora Cruz, Branch Administrator of YPL's Grinton I. Will branch, hosted a virtual parenting workshop for the benefit of Paideia School 24.
- Tara Somersall and technology guru Christine Bitetti hosted a library orientation session for students from the Yonkers YMCA's after-school program.
- Librarians Mary Robison and Eileen Fusco collaborated with both educators from Yonkers High School and librarians from Sarah Lawrence College to provide bibliographic instruction to approximately 60 Yonkers High IB (International Baccalaureate) students.
- The Library collaborated with the Philipse Manor Hall and the Office of the City Council President in the Halloween Pumpkin Give-away program.
- The Library partnered with the Greyston Bakery for a Halloween event at the Buena Vista Garden.

Members of the staff continue to devote time and effort to professional development. The Riverfront Library's collection development policy is being re-envisioned, and members of the staff are being trained on the eBook purchasing procedures appropriate to Overdrive Marketplace. Alice DeWaters participated in a training session on serving patrons with visual impairments; and, with Ana Gantzer and Arnaldo Torres, she attended an anti-bias training session geared specifically to libraries. Mary Robison and Elyse Schreiber attended training sessions on Evergreen and the new WLS help-desk system. Ana Gantzer is also taking online genealogy courses in preparation for re-invigorating the Riverfront Library genealogy program; in addition, she attended a webinar on *Hispanic Heritage Authors*. And Children's Department librarian Michelle Halpern attended webinars on Race Consciousness workshop on *Parents and Caregivers* and *Rethinking Your Collection: 5 Kinds of Nonfiction workshop*.

As we come to the end of this challenging year, we face more changes, including the retirement of our Deputy Director, Susan Thaler, who has served the Yonkers Public Library so well for more than 14 years. Both staff and patrons have benefited from her leadership, wisdom and tact. It is fitting that the Board of Trustees awarded Susan in mid-December with a retroactive promotion, from Interim Director to full-fledged Library Director, in recognition of her service during the early months of 2020. We wish Susan all the best as she enjoys her retirement.

We very much look forward, moreover, as we adapt to our new "normal," to being able to continue providing the very best service to all the citizens of Yonkers.

Sandy Ernest Amoyaw

Riverfront Library Branch Administrator



QUARTERLY REPORTS

Grinton I. Will Library October - November 2020

We had a challenging and fluid quarter at the Will Library. Thanks to the resilient staff and community, we are stronger and more inspired than ever! We stood together during Breast Cancer Awareness Month, wearing pink in solidarity to honor survivors and support the progress being made to defeat the disease. We hosted the biggest event of the decade together: early voting. The Westchester County Department of Elections team, Will custodians, security and library staff all helped in ensuring a safe and efficient operation. Thousands of residents stood in long lines politely and in good form. Members of the community distributed water, pizza, donuts and coffee to voters. We were happy to provide the facility during the record-setting voting period. Special thanks to Ralph Cooper, who took time to create email accounts to help register an elderly couple on the NYS DMV website on the last day of registration.

Together, we also want to collectively congratulate Susan Thaler on her retirement. We thank her for her many years of great leadership. She has been a mentor to us all and a champion for our community and all of the services the library provides. She has seen each of us as individuals and made us feel important and appreciated. She will be missed and we wish her the best always. The library is a place that supports and offers lifelong learning opportunities. Many times it takes the form of an hour-long program, a blog, a series or even a subscription database. In the last few months we were proud to offer these opportunities via a monthly evening history program titled "YPL Presents." The lectures focus on Yonkers, Westchester County and New York State history. This quarter we presented *The Fifth Avenue New York Public Library*, *The Suffrage Movement* (with special emphasis on Westchester County), *New Rochelle: A Community by Immigrants*, and the amazingly well-attended program *The History of the Alexander Smith and Sons Carpet Company of Yonkers*. Angelique Piwinski enthralled 136 attendees with her history talk. We introduced the public to informative and entertaining podcasts when we reviewed *Floodlines: New Orleans during Hurricane Katrina*, *Consumer Reports: Talking Cars*, *TED Society and Culture: How I Climbed a 3,000-Foot Vertical Cliff—Without Ropes*, and the *West Wing Weekly* blog.

We partnered with NY State of Health to host virtual meetings in English and Spanish for those looking for information on free and low-cost health insurance and assistance during the open enrollment period. A six-week health and fitness series was offered by Tarsha Gibbons. The importance of water, exercise, activity, calorie intake and meal planning were covered. Workshops on improving your chances of landing a job were held, led by a professional career counselor, Barbara Shulman. Language and literacy skills were fostered in our weekly story times and fairy-tale hours. Music has shown to improve children's memory and the ability to learn; the children's department organized and offered a Halloween Music Party with Zev; Robert the Guitar Guy; and Holiday Songs with Zev. Teens expressed themselves during the Teen Time Capsule program, where they talked about all things 2020.

The staff continued to learn and gain important skills via their participation in professional development workshops and webinars, including the following: NYLA Virtual Conference: Strengthening our Core; Weeding Your Library Collection; RAC Convening on the Role of School Librarians; WLS Vision Labs; Mail Merge Training; Preparing Digital Library for End of Year Rush; WLA's workshop on How Do You Create a Professional Resume; Ornerly Teenagers; Supervisor Training; Getting Started with OverDrive Marketplace; Digital Literacy Training Tutorials from Libraries; Interpersonal Communication and Story Maps.



QUARTERLY REPORTS

The staff created inviting displays on topics of interest. A few of them in the Young Adult area included National Bullying Prevention Month, College Prep, Banned Books Month, Nanowrimo, and Halloween. Holiday cheer was spread when Miss Mary Ann's favorite Christmas books were reviewed on Facebook, and the circulation department created a Christmas display complete with a Charles Dickens-inspired town and books. Other popular displays were Best Books of 2020, Breast Cancer Awareness Month, Spotlight on Eddie Van Halen, John Lennon's 80th Birthday, Gift Wrapping, Horror Films, Hanukkah, Jerry Pinkney's Birthday, and Native American Month.

The branch administrator toured with contractors during an Elevator Bid-Walk, met with Dennis Martorano from Budget Blinds, conducted an art install walkthrough with artist Adam Schultz, attended a virtual meeting with Ruth Walters to discuss library funding opportunities, and participated in a Paideia School 24 Parent Workshop in English and Spanish. The NYS Police Reform Committee held a public forum where discussions on rebuilding police-community relationships took place in the Will auditorium.

Despite the many challenges of 2020, Yonkers Public Library remained an integral community resource. Much of that success is due to the staff who remained adaptable and flexible, and I thank them all for their efforts, innovation, and initiatives. We will continue to cultivate connections throughout 2021 with parents, students, organizations, patrons with disabilities, the community, the past, and with nature. We hope to offer more programs in our outdoor spaces, to relocate collections for easier patron access, and to display more artwork, and we look forward to sprucing up some of the library meeting rooms.

Aurora Cruz

Grinton. I Will Branch Administrator



QUARTERLY REPORTS

CRESTWOOD LIBRARY OCTOBER, NOVEMBER & DECEMBER 2020

The Fall Quarter flew by in a flash with our focus being on meeting our patron's literacy, educational, recreational and informational needs. Crestwood Crew found ourselves dealing with many of our patrons social and emotional needs that resulted in many referrals and stronger community partnerships. In October and November, our hybrid service of in person browsing and contact free pick up continued. However, due to the rise in COVID cases and layout of our building, after Thanksgiving we had to return to contact less pick up service only. The creativity of the Crestwood Crew is to be commended as we rallied to revise our approaches to embrace solutions of more ZOOMing, increased telephone calls, texts, contactless pick-ups and material drop-offs to remain connected with our community.

Head Custodian Russell Martinez hired a part-time custodian, John Patterson, based out of Crestwood to ensure that our cleaning and safety remained a top priority. Russell assisted in the hanging of indoor/outdoor seasonal decorations that made a big difference in maintaining some sense of normalcy during this turbulent time. IT improvements included Carlos Figueroa's working with WLS to effectuate a Wifi upgrade to 500MB with each user set at 25 MB throttle limit, over six times of what it was before.

We adapted the seasonal celebrations to online versions for Hispanic Heritage, Italian Heritage and Holiday celebrations via intergenerational Storytelling and Story Yoga programs this quarter. We restructured and served as a socially distant contact free trick or treating stop on the community route giving out over 100 bags of bookmarks, pencils, stickers and small candy. We provided 57 help desk sessions serving 67 people tailored to meet individual library patron needs. This included assisting with job force re-entry and mastery of personal technology device use, as it became obvious that many of our seniors needed assistance with getting onto ZOOM programs.

We have continued to strengthen our NNORC partnership by offering virtual Meditation Chair Yoga, Body/Mind Fitness, and Bingo through Zoom and added a monthly Gardening Program, Intergenerational Art programs, and Concerts in Motion programs to our virtual program offerings. An article highlighting this collaboration was published in the Winter Edition of Westchester Senior VOICE: https://issuu.com/westchesterseniorvoice.com/docs/winter_2020-2021 Dr. Heptulla from Millennium Medical and Rehab is now leading a once a month Meditation Chair Yoga program on Saturdays. The monthly speaker series collaboration with New York-Presbyterian Lawrence Hospital features health and wellness topics on a monthly basis and continues to be popular and offer timely information to our patrons.

Librarian I Philip Poggiali continues his LIU coursework and attended the 2020 NYLA Virtual Conference & Trade Show on November 5 & 6. The theme was Strengthening Our Core. Clerk I Mary Nowak continues to come up with creative "take it to make it" kit ideas and coloring pages/word searches and paper games to support our Children's Programs that we add to contact free pick up bags to support literacy.

Community Connections this quarter included the release of "Mothera", the final butterfly to be born in our Monarch Rockefeller Preserve collaboration, participating in the Pack 6 Crestwood Boy Scout virtual tree lighting video and giving out candy canes socially distanced/contact free outside the library during December. Beloved Crestwood Historical Society's Treasurer Fred Fryer passed away in November and I represented Yonkers Public Library at his outdoor luncheon memorial. Crestwood Crew facilitated the Yonkers on the Move Phase 3 December recognition ceremony via ZOOM. We



QUARTERLY REPORTS

collaborated with School 15 to do a special reading/dance multimedia Nutcracker ZOOM presentation of the story with an art activity. We continue to grow librarians by supporting the coursework and book talk videos of Library School Student Chris Loud.

Friends of Crestwood Library (FOCL) continue to meet monthly and provide co-funding and curation for online and “take it to make it” programs. They are assisting us with gearing up for the 2021 Great Backyard Bird Count initiative by buying plants for our small library garden and birdseed for our feeders. They successfully reinstated their 501 c3 status and held their Annual meeting via ZOOM in early December.

Respectfully submitted by

Z. Baird, Crestwood Library Branch Manager

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

October:

- 1: Virtual Senior Fitness Zoom trial class with Mamie via ZOOM
- 1,8,15,22 & 29: Senior Outreach Meeting via ZOOM
- 2: COVID Unconference via ZOOM
- 5: St. John’s Hospital Microsoft Teams run of show ZOOM & YPL Teacher Library Card Application ZOOM meeting
- 5, 13,20 &26: YPL Management Meetings via ZOOM
- 8: YPL Recognition wrap up meeting via ZOOM
- 9: Memorial Mass in honor of Crestwood Crew Member Peter Alaimo, Annunciation Church, Crestwood, NY
- 9: YA Book Buzz Book Group Meeting Co-Moderating via GoogleMeet
- 10: Meeting with Chris Sheerin at Crestwood Library
- 14: Edgar Garcia, Aetna Meeting; Friends of Crestwood Library Board Meeting & Katherine Sutton Meeting all via ZOOM
- 16: YPL All Staff Meeting via ZOOM
- 15: YPL Board of Trustees Meeting via ZOOM
- 19: Candlewick Press collaboration meeting & YPL Teacher Card Meeting follow up both via ZOOM
- 21: YA Book Buzz Printz Pizza Party via Google Meet
- 22: YPS School Council Meeting & Ewing Reviewing Book Launch both via ZOOM
- 23: Thriving in Isolation presented by Cornell Institute for Healthy Futures online interactive panel
- 24: School Library Journal Virtual Summit
- 27: YSEPTA Meeting via ZOOM presented YPL Library Resources segment
- 29: 5 Ways to Prioritize SEL in the STEM Classroom via ZOOM
- 30: Finding a Work-Life Balance During a Pandemic Workshop via ZOOM

November:

- 2, 9, 17,23 & 30: YPL Management Meeting via ZOOM
- 5,12,19 Senior Outreach Meeting via ZOOM
- 6: YPL Staff Training Google Class with Christine via ZOOM



QUARTERLY REPORTS

- 10: Yonkers on the Move Committee Meeting & YPL Branch Managers Meeting via ZOOM
- 11: NNORC Meeting with Sally Pinto, Alexis Smith & Barbara Simone via ZOOM
- 13: YPL COVID-19 Service Models Meeting & HarperCollins Winter 2021 Book Preview both via ZOOM
- 13: YA Book Buzz Book Group Meeting Co-Moderating “We Are Not Free” by Traci Chee via GoogleMeet
- 16: YPL Reduced Public Service Models Discussion & Crestwood Staff Meeting both via ZOOM
- 17: YPL Service Plan Scheduling Check-In Meeting & WLS Book YaYa Meeting both via ZOOM
- 18: Friends of Crestwood Library Board Meeting, Scholastic & National Book Awards Presentation all via ZOOM
- 19: Annual Thanksgiving Diversity Breakfast; YPL Crestwood Service Plan Meeting; American Library Association Centering Humans in Humanities Programming & YPL Board of Trustees Meeting all via ZOOM
- 23: YPL Contact Free Planning Meeting via ZOOM
- 24: SEIU Meeting via ZOOM
- 25: NNORC Meeting; YPL Remote Service Update Meeting & Friendsgiving with the Yonkers NNORC & YPIE Tech Squad all via ZOOM
- 27: Crestwood Historical Society Treasurer Fred Fryer Outdoor Celebration of Life Luncheon, Scarsdale, NY
- 30: Knowing Your Yonkers & Westchester Library Association Job Workshop via ZOOM

December:

- 1: YOM Committee Meeting & YPL Web Content Planning Committee via ZOOM
- 2: Virtual Services for Teachers/Students Meeting & Friends of Crestwood Library Annual Meeting all via ZOOM
- 3, 10 & 17 Senior Outreach Meeting via ZOOM
- 3: YPL Virtual Programming Meeting & Yonkers Public School Council Meeting both via ZOOM
- 4: Yonkers NNORC Advisory Board Meeting; YPL Reopening Decision & Crestwood Staff Meeting all via ZOOM
- 7: YPL Collection Development Meeting, & YPL Teen Programming Meeting via ZOOM
- 7 14, 21 & 28: YPL Management Meeting via ZOOM
- 8: Yonkers on the Move Phase 3 Recognition Ceremony via ZOOM
- 9: Working or Studying at Home? Tips for Staying Fit Westchester Library Association Seminar & Lifting Voices The Black Friend: One Being a Better White Person A Conversation about anti-racism with Yonkers Author Frederick Joseph both via ZOOM
- 10: PBS BOOKS Webinar: Libraries via ZOOM
- 11: Fall 2020 Virtual Open Book Event via WebEx & YA Book Buzz Meeting “Punching the Air” via Google Meet
- 16: Friends of Crestwood Library Meeting via ZOOM & 17: YPL Board of Trustees Meeting via ZOOM
- 22: Crestwood Crew Holiday Staff Party; 23: NNORC/Library Collaboration meeting & 30: Jessica Flores Alzheimer’s Association Meeting all via ZOOM



QUARTERLY REPORTS

Custodial Department October, November, December 2020

In this quarter, custodial staff in all three facilities have been focused on the constant disinfection of high touch areas several times a day. We will continue this practice for the foreseeable future.

Crestwood

Yedowitz Landscaping shut down our sprinklers for the winter.
I installed a new refrigerator in the upstairs office.

Will

Mackenzie Automatic Door Repair has repaired the lower lobby door that was awaiting parts. Also the heating and air conditioning pipe wrapping project has been completed. We are still waiting on Johnson Controls and North State Mechanical to provide a quote to repair the leaking AC chiller, a repair that will have to be made before spring. To ensure the cleanest possible air quality, all air handler filters have again been replaced with the high quality MERV 13 filters.

Riverfront

All roll paper towel dispensers throughout the building in both public and staff areas have been replaced with touchless dispensers.
At the Branch Administrator's request, we opened up the second floor Arts and Crafts Room to staff for dining to help provide a safer dining environment.

During the time that we are closed to the public, we have been dusting and cleaning book stacks and working with all departments on discarding old materials.

Staff

The part-time position at Crestwood has been filled by former Will library page John Patterson.

Russell Martinez
Supervisor of Custodians



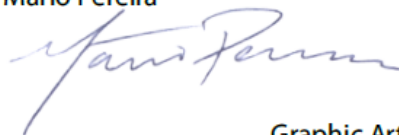
Yonkers Public Library - Graphics Department

Quarterly Report: October -December 2020

In addition to numerous signs for the stacks, desks, tables, walls, etc for every department in all 3 branches:

0001 Library Cars Sign-Up Sheets (stock forms)
2013Part-Time Time Sheets (stock forms)
Adult Readers'Theater: October (Flickr)
Arch For Kids - Make a Haunted House: October (Flickr)
Arch For Kids - Make a Fortress: November (Flickr)
Arch For Kids - Make a Holiday Elf House: December (Flickr)
Back to School Night (Flickr)
Bats, Cats & Rats (Flickr)
Beat the Winter Blues with Art (Flickr, flyers, posters)
Belly Dance Class, November (Flickr)
Bill Graham Rock & Roll Revolution (Flickr)
Body/Mind Fitness with Coach Karl: July-September (Flickr)
Book Chat: November (Flickr)
Borrowing Materials (bookmarks)
Chair Yoga: July-December(Flickr)
Cite Your Sources (bookmarks)
College Funding Websites (bookmarks)
College Free Tuition (flyers)
The Death of a Library: (Flickr, flyers, posters)
Dewey Decimal Categories (bookmarks)
Disabilities Awareness Month (signs, posters)
eBooks (flyers)
English Conversation Group, October-December (Flickr, flyers, posters)
Exploring Fall Foliage (Flickr)
Father Goose Storytime (Flickr)
The Fifth Avenue New York Public Library (Flickr, flyers)
Fairy Tale Tuesdays (Flickr)
Free Help with Resumes (bookmarks)
Free Online Reference Info (bookmarks)
Free Online SAT & ACT Practice Tests (flyers)
Freegal is Going Away (Flickr, bookmarks)
Friendsgiving (Flickr)
Garden Lovers, November-January (Flickr)
Get Organized: November,-January (Flickr)
Grab & Go Cook, English/Spanish: (Flickr, flyers, posters)
Grab & Go Craft: November - Thanksgiving Candle Designs
(flickr, posters, flyers)
Grab & Go Craft: December: Bead Keychains (Flickr, flyers)
Grab & Go Craft: Holiday - Clip Magnets (Flickr, flyers, posters)
Grab & Go Craft: January - Tie Dye Masks (Flickr, flyers, posters)
Grab & Go Craft - Adult: Crayon Dust Ornaments (Flickr, flyers, posters)
The History of Alexander Smith Carpet Co (Flickr, flyers, posters)
Homework Resources Online (flyers)
Introduction to Finding Grants (Flickr)
Kahoot Holiday Edition (Flickr)
Keys to Healthy Living (Flickr)
Learn a Language, English/Spanish (flyers)
Learning Express (bookmarks)
Legal Assistance Resources (flyers)
Library By Mail (flyers)
Libros en Español (bookmarks)
Magic of Music & Movement: November & December (Flickr)
Master the Regents (bookmarks)
Melt Method: July-December (Flickr)
Mindful Monday: July-December (Flickr)
MozAirt (Flickr)
Museum Passes (Flickr, flyers, posters)
Native American Heritage (bookmarks)
Need Health Insurance? - English /Spanish (Flickr, flyers, posters)
Need Help with Filling Out Forms? (bookmarks)
Office Exercises with Tarsha (Flickr, flyers)
Online Book Club: November (Flickr)
QiGong for Beginners (Flickr, flyers, posters)
ReadSquared for Kids & Teens (Flickr)
Robert's Music and Movement Party: September (Flickr)
Screening for Lung Cancer (Flickr)
SoFun Gameshow for Kids (Flickr)
SoYummy: Winter (Flickr)
Story Yoga: November (Flickr)
Suffrage Movement in NY State (Flickr, flyers)
Teen Saturday Stump (Flickr)
Test Guides (flyers)
Thanksgiving Songs with ZEV!: November (Flickr)
Transformation Tuesdays: November-January (Flickr)
Tutor.com , English/Spanish (flyers)
Vision Board 2021 (flickr)
Vivan Los Libros: November & December (posters, flyers, Flickr)
Volunteens (Flickr)
What's It Worth? (Flickr)
Winter Reading Escape, Adults (Flickr, flyers, posters)
Winter Reading Escape, Teens (Flickr, flyers, posters)
Winter Reading Escape, Children (Flickr, flyers, posters)
YPL Speakeasy: Draw with us with Mike Teator (Flickr)
Zumba (flyers)

Mario Pereira



Graphic Artist

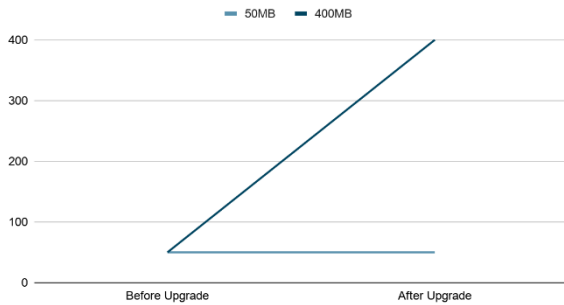


QUARTERLY REPORTS

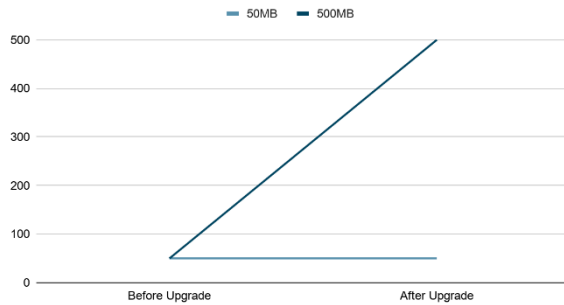
IT Department Quarterly Report

During the month of December there were substantial bandwidth improvements made to the WIFI networks at the Will and Crestwood libraries. At the Will branch the download bandwidth has been upgraded from 100MB to 500MB and at the Crestwood branch it has been upgraded to 50MB to 500MB.

Will Library



Crestwood Library



The Riverfront branch is also receiving a WIFI speed upgrade and we are waiting for an installation date from WLS. The branch would be receiving an upgrade from 100MB to 1000MB of download speed. We are also looking into the feasibility and the costs to implement external access points in each one of the branches in 2021 in order to offer WIFI connectivity in the event that there is another temporary closure and to also extend coverage to key areas at the Will and Riverfront Branches.

During the month of November we began distributing equipment to staff members to prepare for the temporary remote service plan changes that would take effect after the Thanksgiving holiday week. Through a survey form process we were able to identify where equipment needs were and distribute about thirty four laptops, four hotspot devices and various PC hardware to staff members. Each piece of equipment that was deployed was documented through a release form and IT staff has been keeping track of changes and returns.

Chistine Bitetti, our technology instruction coordinator, has been giving staff training on Fridays and has played a crucial role in technology development. She also has been running help desk requests with patrons via zoom and has been able to help troubleshoot and answer technology questions. These programs have been extremely successful and patrons have shown their appreciation for the help.

A new instant messaging system was implemented in November to help alert and notify staff members of important notices and closures that affect the branches. It's an optional service and staff was sent out an electronic form to help with the sign-up process.

As 2020 comes to a close we are thankful for the tremendous team spirit and support that the YPL family continues to pour out to each other, especially during these tough times

Ticket System

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

Tickets Resolved	432
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QUARTERLY REPORTS

Technical Processing Department October, November, December 2020

The Tech. Processing Department has been ordering, cataloging and processing materials that the departments need to meet patron use.

We are able to follow all the YPL safety guidelines while continuing our daily routines. Our part time staff works on alternate days and the full time staff works in areas spaced at least 12 feet apart. Masks are worn in the office at all times.

All AV materials that have Evergreen records are cataloged and processed as soon as they are received. Those without records are sent to WLS for cataloging.

The Baker & Taylor Book Leasing Program has started with all three branches using their monthly quotas to obtain titles for their collections. These titles can then be returned when they are no longer a popular circulating item.

Tech Processing accommodates all requests from the departments for information, processed materials, and orders using whatever resources are necessary and available.

Mary DiChiara
Technical Processing Dept.



BOOK STOCK

FOR THE MONTH OF DECEMBER 2020

RIVERFRONT LIBRARY	2020	2019
Number of volumes at end of previous month	145,615	
Number of volumes added this month	511	
TOTAL	146,126	
Number of volumes lost/withdrawn this month	682	
TOTAL VOLUMES RIVERFRONT LIBRARY	145,444	151,129
GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	147,129	
Number of volumes added this month	479	
TOTAL	147,608	
Number of volumes lost/withdrawn this month	494	
TOTAL VOLUMES GRINTON I. WILL BRANCH	147,114	147,865
CRESTWOOD BRANCH		
Number of volumes at end of previous month	28,541	
Number of volumes added this month	329	
TOTAL	28,870	
Number of volumes lost/withdrawn this month	30	
TOTAL CRESTWOOD BRANCH	28,840	26,951
TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	321,398	325,945

