

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, October 21, 2021

Join Zoom Meeting

<https://us06web.zoom.us/j/89228806278>

Meeting ID:

892 2880 6278

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

MINUTES

[ACTION ITEM] Approve Minutes of Meeting on September 9, 2021.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointments:

Andracchi, Margaret, Permanent Librarian I, \$58,299.00/yr, eff. 9/17/2021

Poggiali, Philip, Permanent Librarian II, \$65,109.00/yr, eff. 9/17/2021

Zagha, Dina, P/T Page, \$14.00/hr, eff. 9/24/2021

Tomkin, Claire, P/T Page, \$14.00/hr, eff. 9/24/2021

Shanmugam, Menaka, Permanent Clerk II, \$52,339.00/yr, eff. 10/1/2021

Miller, Alecia, P/T Page, \$14.00/yr, eff. 10/1/2021

Mignault, Diane, Permanent Librarian Trainee, \$46,345.00/yr, eff. 10/15/2021

Sanal, Sandhya, Permanent Clerk I, \$40,460.00/yr, eff. 10/15/2021

Bitetti, Christine, Provisional Technology Instruction Supervisor, \$80,192/yr, eff. 10/15/2021

Figuroa, Carlos, Provisional Technical Support Manager, \$110,359/yr, eff. 10/15/2021

Acknowledge the following terminations:

NONE

COMMITTEE REPORTS

Finance, Budget & Planning- Maron, Jannetti, Saraceno

[ACTION ITEM] The following certificate will expire:

10/27/21 Contributions Fund, Sunnyside Federal Savings & Loans Bank, 12 mo. CD,
\$54,144.18, 0.70%

Employee Relations – Maron, Puglia



Buildings & Grounds – Maron, Puglia, Giuffrida

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #832

UNFINISHED BUSINESS

NONE

NEW BUSINESS

[ACTION ITEM] 2022 Holiday Schedule

Expiring Trustee Terms

EXECUTIVE SESSION

NEXT MEETING DATE

Thursday, November 18, 2021



YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
SEPTEMBER 9, 2021

ATTENDANCE

TRUSTEES:	Nancy Maron Steven Jannetti Joseph Puglia Dr. Stephan Giuffrida Josephine Ilarraza Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Arnaldo Torres
GUESTS:	Dominick Savarese, Mary Robison, Elizabeth Caruso, Carlos Figueroa, Zahra Baird, Eileen Fusco, Laura Cacace, Sumie Hernandez-Moss, Brandon Neider, Rose Avilés, Emily Power

The Board Meeting was held electronically via ZOOM®, Conference ID# 847 5387 4062

The Board Meeting began at 7:00 pm

MINUTES

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of July 13, 2021.

MANAGEMENT REPORT

Director Montero announced that Yonkers Public Library began to fill many of its outstanding staff vacancies for the first time in over a year and a half. Since the last meeting librarians Oswaldo Coto-Chang and Laura Cacace were hired, as well as Deputy Director Shauna Porteus. Ms. Cacace and Deputy Director Porteus were present at the meeting and briefly



introduced themselves. Director Montero also announced that a new Spanish-Speaking Librarian civil service position had been created and he looked forward to building a more diverse workforce that better represents the communities it serves.

Director Montero reported that one staff member at Riverfront Library had tested positive for COVID-19 since the last meeting. The staff member has since recovered and returned to work in building. Director Montero also reported that since the last meeting he had met with the Policy Committee to discuss the status of YPL's safety policies and decided to maintain them in light of the prevalence of the Delta variant of the coronavirus. He also noted that the City of Yonkers had recently announced a policy requiring all staff to be either fully vaccinated or submit to weekly testing. Although the details of the policy were still being negotiated, he announced it was his intention to make a similar policy for YPL staff once it is finalized.

Director Montero updated the Board on several technology projects already underway. Nearly 100 iPads, Chromebooks, laptops and desktop PCs have arrived or en route and will replace aging equipment at all three locations and create training labs for programming in the Senator Flynn Room at Grinton I. Will Library and the Community Room at Riverfront. Wifi upgrades at Will has also enabled access up to 75 feet into the parking lot and similar wifi upgrades at Riverfront are expected to be completed in the near future.

Director Montero also announced that YPL had applied for funding under the Federal Communication Commission's (FCC) E-rate program. E-rate is an FCC program designed to make technology and broadband services more affordable for schools and libraries. Based on its size and the economic status of the community it serves, YPL is eligible for up to \$400,000 in funding, of which \$150,000 was applied for. He is hopeful it will continue to enhance wireless infrastructure and improve access in the Riverfront Auditorium and Atrium.

Director Montero acknowledged that YPL continues to have difficulty with many IT services provided by WLS, specifically the performance of the Evergreen ILS. Many staff and patrons are frustrated with the platform and although WLS is working to improve it, progress has been slow. He thanked Carlos Figueroa for his leadership in the many ongoing technology projects.

Director Montero updated the Board on several programs held over the summer. Earlier in the month Will and Riverfront hosted vaccination clinics. The Westchester County Department of Health administered 165 doses of the Pfizer vaccine at Riverfront on August 21 and 39 doses at Will on August 27. Additional clinics are scheduled in September.

Over 3,600 summer meals were distributed to children in need over six weeks as part of Yonkers Public Schools' "Grab 'n' Go" program, most of which were distributed at Riverfront. JCY-Westchester Community Partners also modified its popular Summer Reading Buddies program at Riverfront to allow more than 230 students and 160 mentors to participate virtually and at limited in-person activities on Fridays.

Director Montero announced that over 830 patrons participated in its "Tails and Tales" summer reading program which featured online reading challenges and several limited in-person activities related to the theme, including a program that encouraged children to read to a therapy dog.



Director Montero updated the Board on the state of YPL buildings following the aftermath of Hurricane Ida earlier in the month. Minor damage was sustained at Riverfront and Will, however the significant amount of rain caused substantial flooding at Crestwood Library, necessitating a temporary return to limited contact-free pick-up services while the building is repaired and furniture is replaced, including new carpeting and water-proof doors. He added that Will is hosting New York State Department of Financial Services and the Federal Emergency Management Agency (FEMA) to assist those who have been affected by the natural disaster.

UNION REPRESENTATIVE'S REPORT

President Savarese confirmed that labor unions in the city were in negotiations with the City of Yonkers on its new vaccination and testing requirements. He noted that Governor Hochul recently postponed the requirement for state employees to be vaccinated or test regularly to October 12 and he expects the City to do the same shortly as none of the unions have yet agreed to City proposals.

WLS REPORT

Trustee Puglia reported that there was no meeting in July or August, however he asked Director Montero for his thoughts on a proposed rate schedule for WLS IT services to member libraries. Director Montero replied that he received a proposal with two billing models, one based on library size and the other on service use. He believes the latter is more favorable to YPL, but acknowledged the majority of member libraries voted for the former. As a result a 4% increase was enacted.

PERSONNEL REPORT

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

Ortega, Alessandra, P/T Page, \$14.00/hr, eff. 7/9/2021
Rice, Jasmine, P/T Page, \$14.00/hr, eff. 7/23/2021
Hernandez, Kayla, P/T Page, \$14.00/hr, eff. 7/23/2021
Hogan, Erin, P/T Page, \$14.00/hr, eff. 8/6/2021
Rabadi-Santana, Renee, Permanent Librarian II, \$65,109.00/yr, eff. 8/20/2021
Fusco, Eileen, Permanent Librarian II, \$65,109.00/yr, eff. 8/20/2021
Coto-Chang, Oswaldo, Permanent Librarian I, \$58,449.00/yr, eff. 8/24/2021
Porter, Abreya, P/T Page, \$14.00/hr, eff. 8/20/2021
Porteus, Shauna, Provisional Asst. Library Director, \$129,000.00/yr, eff. 9/1/2021
Loftus, Fifer Charlie, P/T Page, \$14.00/hr, eff. 8/27/2021
Cacace, Laura, Permanent Librarian I, \$56,694.00/yr, eff. 9/3/2021
Eisenberg, Jason, Permanent Clerk II, \$46,313.00/yr, eff. 9/3/2021
Nowak, Mary, Permanent Clerk II, \$47,776.00/yr, eff. 9/3/2021

The Board acknowledged the following termination:

Joseph, Philomina, Permanent Clerk II, \$50,701/yr, eff. 9/9/2021 (retired)



COMMITTEE REPORTS

Finance, Budget & Planning – Maron, Jannetti, Saraceno. President Maron asked the Committee to prepare to discuss a budget proposal for the next fiscal year.

Employee Relations – Maron, Puglia. President Maron suggested a return of the Board's old practice of spotlighting a different staff member at each meeting whenever conditions allow.

Buildings & Grounds – Maron, Puglia, Giuffrida

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti

Foundation update: Trustee Maron reported that there was no meeting of the Foundation in August.

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedules #829b, #830 and #831.

UNFINISHED BUSINESS

Director Montero repeated that YPL's public safety policy and code of conduct remains in place as is, but that it will be updated after an announcement from the City following its negotiations with labor unions.

Trustee Jannetti asked Director Montero what impact he expects President Biden's recent announcement on vaccination requirements for businesses with over 100 employees will have on YPL. Director Montero replied that while it was still being assessed, YPL has fewer than 100 full-time employees and he expects there might be exceptions for government employees and that the update following the City's announcement would likely satisfy the President's requirement regardless.

Trustee Sabatino announced that he had difficulty with audio and asked that his vote on the previous action be counted affirmatively for the record. He also announced that the City of Yonkers was very recently the victim of a ransomware cyberattack. While this has not directly affected YPL, he asked that library staff be mindful of the effect this will have on City operations and be patient while equipment is repaired and staff work remotely.

NEW BUSINESS



President Maron announced that funding had been secured to produce a new strategic 5 year plan, with assistance from the Foundation. An outside consultant was contracted to supervise the process and plan interviews and focus groups.

EXECUTIVE SESSION

Board President Maron motioned the Board into Executive Session at 7:35 pm to discuss a personnel matter. The session ended at 8:02 pm. Following the session, the Board adopted the following resolution:

RESOLVED, the Board of Trustees of the Yonkers Public Library approves the side letter of agreement to the contract between Yonkers Public Library and Service Employees International Union 704b and its memorandum of agreement.

NEXT BOARD MEETING DATE – Thursday, October 21 at a location to be determined.

On motion of Trustee Jannetti, the Meeting adjourned at 8:05 pm.

Jesse Montero
Library Director & Secretary



Yonkers Public Library Bill List September 2021

<u>Vendor Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS			
GOVCONNECTION, INC.	HP LASERJET PROJECTOR	9/15/2021	510.91
SCHOOL OUTFITTERS	FOLDING TABLE MOVER	9/15/2021	722.99
TOTAL			1,233.90
CONTRIBUTIONS FUNDS			
AMAZON.COM	CON ED GRANT	9/29/2021	50.74
AMAZON.COM	RUTH WALTERS-WILL WELLNESS-WC	9/29/2021	329.34
AMERICAN EXPRESS	NETWORK SOLUTIONS	9/29/2021	4.79
AMERICAN EXPRESS	NETWORK SOLS/WACKYBUTTONS (2)	9/1/2021	169.35
ARCH FOR KIDS	GRANTS ALIVE PROGRAM	9/15/2021	1,500.00
BLICK'ART MATERIALS	ART SUPPLIES (CON ED)	9/8/2021	78.24
BROMLEY, FLOR	HISP HERITAGE-FIESTA DUO CONC	9/29/2021	500.00
CARTER, MARIELA	HISP HERITAGE-ATIN DANCE PERF	9/29/2021	100.00
CLIFTON, MICHELLE	SOUND MEDITATION (WCL)	9/1/2021	200.00
FECHER, LOUISE	VIRTUAL YOGA (WCL)	9/8/2021	150.00
FECHER, LOUISE	VIRTUAL YOGA (WCL)	9/8/2021	300.00
GANTZER, ANA	REIMB EXP: HISP HERITAGE PROG	9/15/2021	59.39
GIBBONS FAMILY FITNESS	ENHANCED FITNESS-(NY PRESB FUND)	9/8/2021	250.00
LEDESMA, SOLYARIS	ZOOM ZUMBA CLASS 9/21/2021	9/29/2021	75.00
LEDESMA, SOLYARIS	ZUMBA CLASS(NY PRESB FUNDING)	9/8/2021	75.00
LEDESMA, SOLYARIS	ZUMBA KIDS (WCL)	9/1/2021	125.00
LEDESMA, SOLYARIS	ZOOM ZUMBA CLASS (2) 9/7 & 9/14	9/15/2021	150.00
REILLY, SHANNON	VIRTUAL YOGA (WCL)	9/8/2021	525.00
RONG, JIAN-YANG	ZOOM QI GONG CLASS 9/13	9/15/2021	75.00
RONG, JIAN-YANG	QI GONG CLASS 9/20/2021	9/29/2021	75.00
SCHOLASTIC, INC.	MATERIALS	9/8/2021	400.00
SOLJOURN, KISHAUNA ELAINE	REIMB EXP: TRAVEL NYLA	9/15/2021	236.80
TORRES, ARNALDO	REIMB EXP: HISP HERITAGE PROG	9/29/2021	109.00
TRACSYSTEMS, INC.	CUST PRINTED BARCODED CARDS	9/29/2021	1,075.00
TRACSYSTEMS, INC.	UNIPRINT ANNUAL MAINT/SUPPORT	9/1/2021	4,982.00
TOTAL			11,594.65



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10/01/21

Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 September 2021

Date	Num	Memo	Amount
Abbey Ice			
09/07/2021	52726	spring water	53.00
09/07/2021	52727	spring water Will library	46.50
Total Abbey Ice			99.50
American Express			
09/13/2021	082021AE	software, materials	325.88
09/13/2021	082021AE	software, materials	102.00
09/13/2021	082021AE	software, materials	812.78
Total American Express			1,240.66
American Library Association			
09/24/2021	11035559	bookmarks	193.22
Total American Library Association			193.22
Amoils, Roseanne			
09/07/2021	89RA	job coach 8/4-8/25/21 (zoom)	765.00
Total Amoils, Roseanne			765.00
Aramark			
09/24/2021	23802233	washable masks (covid-19)	40.99
09/24/2021	23777577	lab coat	19.98
Total Aramark			60.97
Aviles, Rose			
09/24/2021	090821	reimbursement community se...	55.00
Total Aviles, Rose			55.00
Barnes & Noble			
09/24/2021	4160539	materials	168.68
09/24/2021	4163294	materials	176.60
Total Barnes & Noble			345.28
Blackstone Publishing			
09/24/2021	1243046	materials	41.60
Total Blackstone Publishing			41.60
Cablevision Lightpath			
09/24/2021	100598717	internet 9/1-9/30/21	5,233.55
09/24/2021	100598739	phones 9/1-9/30/21	3,567.09
Total Cablevision Lightpath			8,800.64
Cablevision Optimum			
09/07/2021	07803544469SEP21	cable boxes 9/1-9/30/21	16.80
09/24/2021	07803065546SEP21	cable box 9/8-10/7-21 Will libr...	8.40
Total Cablevision Optimum			25.20
Coleman, Maiya			
09/07/2021	2021-0830	moderator Tech Central 8/23-...	210.00
09/24/2021	2021-0920	moderator tech central 9/15, ...	120.00
09/24/2021	2021-0906	moderator tech central	280.00
09/24/2021	2021-0913	moderator tech central 9/9, 9/...	120.00
Total Coleman, Maiya			730.00
Collaborative Summer Library Prog.			
09/07/2021	17150	tails & tales browsing bags	57.50
Total Collaborative Summer Library Prog.			57.50
Con Edison (Consolidated Edison)			
09/13/2021	5909214217SEP21	gas charges 7/30-8/30/21 Will ...	155.17



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Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 September 2021

Date	Num	Memo	Amount
Total Con Edison (Consolidated Edison)			155.17
Crown Janitorial			
09/24/2021	485007-2	janitorial supplies	87.40
09/24/2021	485007-1	janitorial supplies	2,629.85
Total Crown Janitorial			2,717.25
Demco			
09/07/2021	6990376	multi activity table	531.99
09/07/2021	6997942	library equipment	395.39
09/24/2021	7005386	Biography labels	60.76
09/24/2021	6999217	acid-free book jackets	44.56
09/24/2021	6999265	paperfold book jackets	132.02
09/24/2021	7001101	library supplies	60.31
Total Demco			1,225.03
Displays2Go			
09/24/2021	PSI1858830	dry erase frame/pocket frame...	434.23
09/24/2021	PSI1849440	acrylic sign holders	72.10
Total Displays2Go			506.33
Ebsco			
09/24/2021	2003243	credit memo	-24.95
09/24/2021	2200564	materials	32.96
Total Ebsco			8.01
GovConnection			
09/24/2021	71769596	toner cartridges	1,933.07
09/24/2021	71725534	flat-screen wall mount	264.12
09/24/2021	71730325	keyboard & mouse combo	459.00
09/24/2021	71751409	ProHD Webcams	606.40
09/24/2021	71774830	HP laserjet Pro	2,043.64
09/24/2021	71717875	Chromebox	409.50
09/24/2021	71751385	Surface Pro Type Cover	138.08
09/24/2021	71774831	genuine toner cartridges	835.77
09/24/2021	71777358	toner cartridges	1,853.07
Total GovConnection			8,542.65
Gruppuso Plumbing			
09/07/2021	21-185	bathroom repairs/toilet install...	677.00
Total Gruppuso Plumbing			677.00
Home Depot Credit Service			
09/07/2021	1183772	return dehumidifier	-199.00
09/07/2021	4092215	dehumidifier	203.98
Total Home Depot Credit Service			4.98
Ingram Library Services			
09/24/2021	54606141	materials	51.20
09/24/2021	54656061	materials	126.68
09/24/2021	54656062	materials	72.26
Total Ingram Library Services			250.14
IT'S ALL RELATIVE GENEALOGY LLC			
09/07/2021	300	Ethnicity & Migration program...	140.00
Total IT'S ALL RELATIVE GENEALOGY LLC			140.00
Kaplan Early Learning CO.			
09/07/2021	0005932161	materials	55.98
Total Kaplan Early Learning CO.			55.98
Katta Protective Service LLC			
09/16/2021	2138	Security service Will library 6/...	1,371.24



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YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 September 2021

10/01/21

Accrual Basis

Date	Num	Memo	Amount
09/16/2021	2139	Security service Will library 7/...	10,301.88
Total Katta Protective Service LLC			11,673.12
Keane & Beane			
09/24/2021	72172	professional services 8/2-8/13...	504.00
Total Keane & Beane			504.00
Lectorum Publications			
09/24/2021	870647	materials	746.56
Total Lectorum Publications			746.56
Lexis-Nexis/Matt Bender			
09/07/2021	26890755	subscription renewal 8/21-7/22	2,779.00
Total Lexis-Nexis/Matt Bender			2,779.00
Markowitz, Robert			
09/07/2021	082621	Robert the Guitar Guy (zoom)	30.00
Total Markowitz, Robert			30.00
Metro Group, Inc.			
09/24/2021	PI 767485	hvac service repair	400.00
09/24/2021	PI 764472	cooling tower service 9/1-9/30...	836.50
Total Metro Group, Inc.			1,236.50
Midwest Tape			
09/24/2021	500951098	materials	58.07
09/24/2021	500951099	materials	55.27
09/24/2021	500953820	materials	8.99
09/24/2021	500953822	materials	289.63
09/24/2021	500953823	materials	27.29
09/24/2021	500982371	materials	41.98
09/24/2021	500982373	materials	35.67
09/24/2021	500982374	materials	25.18
09/24/2021	500887521	materials	20.24
09/24/2021	500887522	materials	34.98
09/24/2021	500887523	materials	5.24
09/24/2021	500919221	materials	52.46
Total Midwest Tape			655.00
Mitchell's NY			
09/24/2021	17194	subscription 7/28-10/26/21	2,093.00
09/24/2021	17227	subscription 8/20-11/18/21	1,540.50
Total Mitchell's NY			3,633.50
Multicultural Books and Video			
09/24/2021	21-0940	materials	209.16
09/24/2021	21-0941	materials	401.96
09/24/2021	21-1157B	materials	129.75
09/24/2021	21-1275	materials	272.24
Total Multicultural Books and Video			1,013.11
Overdrive			
09/07/2021	01322CO21328851	materials	464.73
09/07/2021	01322CO21334183	materials	3,661.47
09/24/2021	01322CO21361838	materials	592.31
09/24/2021	01322DA21362610	materials	27.50
09/24/2021	1322CO21354277	materials	397.09
09/24/2021	01322CO21356549	materials	549.49
09/24/2021	01322CO21356750	materials	114.99
09/24/2021	01322DA21354631	materials	102.99
09/24/2021	01322CO21344377	materials	498.55
09/24/2021	01322CO21344615	materials	303.44



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YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 September 2021

10/01/21

Accrual Basis

Date	Num	Memo	Amount
09/24/2021	01322C021349951	materials	527.82
Total Overdrive			7,240.38
Pitney Bowes 2			
09/24/2021	1018971612	sendpro printer ink cartridges	615.92
Total Pitney Bowes 2			615.92
Presedo, Vivian			
09/07/2021	7262021	reimbursement for materials	140.00
Total Presedo, Vivian			140.00
Rabadi, Renee			
09/24/2021	092021RR	reimbursement National Pizza...	49.75
Total Rabadi, Renee			49.75
Safeguard Lock & Key			
09/24/2021	11065	cylinder installation	150.00
09/24/2021	10874	mail box locks	20.00
09/24/2021	10909	repair cylinder on patio door	125.00
Total Safeguard Lock & Key			295.00
San Signs and Awnings			
09/24/2021	24076	etch coat out to 3 glass panels	950.00
Total San Signs and Awnings			950.00
Scaringella Auto Repair			
09/24/2021	9-20-21	wipers/inspection 1997 Chevy	64.90
09/24/2021	9-7-21	repairs 2011 Dodge Ram	380.10
Total Scaringella Auto Repair			445.00
Schalls Hardware Store, INC.			
09/24/2021	236	maintenance supplies	217.02
Total Schalls Hardware Store, INC.			217.02
So Fun City, LLC			
09/24/2021	1234	so fun game show (zoom) 8/16...	500.00
Total So Fun City, LLC			500.00
Stanley Convergent Security			
09/24/2021	6001736232	maintenance & monitoring 9/1...	72.67
09/24/2021	6001752807	maintenance & monitoring 9/1...	462.46
09/24/2021	6001631660	maintenance 8/1-8/31/21	462.46
09/24/2021	6001659083	maintenance 8/1-8/31/21	72.67
Total Stanley Convergent Security			1,070.26
Sweetwater Music Instruments & Pro Audio			
09/07/2021	28595067	speaker bags	140.00
Total Sweetwater Music Instruments & Pro Audio			140.00
Teator, Mike			
09/07/2021	081921	instruction in cartooning kids ...	85.00
Total Teator, Mike			85.00
Torres, Arnaldo			
09/07/2021	083021	reimbursement for prizes outr...	88.85
Total Torres, Arnaldo			88.85
Uline			
09/24/2021	138169921	floor stand signs	139.00



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10/01/21

Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 September 2021

Date	Num	Memo	Amount
Total Uline			139.00
Verizon			
09/24/2021	9144109274SEP21	phones 9/1-9/30/21	45.42
Total Verizon			45.42
Verizon Wireless			
09/13/2021	9886933416	cell phones 7/24-8/23/21	318.76
09/24/2021	9888142465	cell phones 8/11-9/10/21	308.51
09/24/2021	9888142466	cell phones 8/11-9/10/21	49.23
Total Verizon Wireless			676.50
Wayne's Electric Service			
09/24/2021	092102	service/call electrical mainten...	3,740.10
Total Wayne's Electric Service			3,740.10
WB Mason			
09/07/2021	222651511	recycling receptacles	17.97
09/07/2021	222693828	water bottles	25.75
09/07/2021	222804916	water bottles	25.55
09/07/2021	222888789	lithium batteries	17.98
09/07/2021	CM0125933	credit purell wipes	-58.85
09/07/2021	CM0133029	credit recycling receptacles	-17.97
09/24/2021	223122670	batteries	36.38
09/24/2021	222921471	water bottles	51.50
09/24/2021	223040916	program supplies	8.28
Total WB Mason			106.59
Westchester Library System			
09/24/2021	210701-37	membership/support & maint...	127,515.68
09/24/2021	210701-112	electronic resource group pu...	30,458.40
09/24/2021	210701-74	enhanced wireless service	4,240.00
Total Westchester Library System			162,214.08
Yonkers Parking Authority			
09/24/2021	21-1756	30 quarterly permits for empl...	8,354.70
Total Yonkers Parking Authority			8,354.70
TOTAL			236,081.47



YPL Operating Budget 2022

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month (September)	YTD	Balance	% used
101	Salaries	6,542,676	6,542,676	824,652	585,697	1,410,349	5,132,327	21.56%
103	Temp Services	605,644	605,644	55,340	29,674	85,014	520,630	14.04%
150	Termination Payments	35,000	35,000	7,214	15,783	22,997	12,003	65.71%
198	Overtime	413,701	413,701	2,462	11,200	13,662	400,039	3.30%
	Personal Services Total:	7,597,021	7,597,021	889,668	642,354	1,532,022	6,064,999	20.17%
280	Reference Materials	183,000	183,000	6,771	0	6,771	176,229	3.70%
281	Books	450,000	450,000	7,950	813	8,763		
	Materials Total	633,000	633,000	6,771	813	6,771	176,229	1.07%
301	Office Supplies	97610	97,610	4344	360	4,704	92,906	4.82%
306	Janitorial Supplies	35850	35,850	2271	0	2,271	33,579	6.33%
308	Wearing Apparel	2,971	2,971	0	0	0	2,971	0.00%
309	Fuel For Heating	76,500	76,500	0	0	0	76,500	0.00%
312	Hardware	7,975	7,975	620	0	620	7,355	7.77%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0.00%
314	Electrical Supplies	300	300	87	0	87	213	29.00%
327	Nursery Supplies	300	300	0	0	0	300	0.00%
361	Gas	2,000	2,000	281	155	436	1,564	21.81%
	Material and Supplies Total	224,506	224,506	7,603	515	8,118	216,388	3.62%
401	Insurance	105,865	105,865	34,255	0	34,255	71,610	32.36%
402	Telephones	63,900	63,900	8,289	3,638	11,927	51,973	18.66%
403	Printing	13,310	13,310	0	0	0	13,310	0.00%
404	Lights and Power	169,500	169,500	0	0	0	169,500	0.00%
405	Postage	3,350	3,350	55	0	55	3,295	1.64%
406	Freight and Express	500	500	12	0	12	488	2.40%
407	Equipment Maint. And Repair	45,700	45,700	7,596	0	7,596	38,104	16.62%
408	Rental of Equipment	11,706	11,706	300	0	300	11,406	2.56%
409	Building Maint. And Repair	78,000	78,000	400	0	400	77,600	0.51%
410	Milage Allowance	685	685	0	0	0	685	0.00%
413	Professional Fees	245,722	245,722	3,928	11,883	15,811	229,911	6.43%
415	Outside Labor & Related Charges	45,500	45,500	2,543	0	2,543	42,957	5.59%
419	Misc. Expenses	34,750	85,654	8,344	0	8,344	77,310	9.74%
421	Rent Riverfront	750,000	750,000	0	0	0	750,000	0.00%
422	Janitorial Service	2,900	2,900	0	0	0	2,900	0.00%
424	Maint. Of Office Equipment	3,200	3,200	0	0	0	3,200	0.00%
425	Subscriptions and Publicationns	121,183	121,183	34,603	2,779	37,382	83,801	30.85%
430	IT Hardware Maint.	50,000	50,000	607	102	709	49,291	1.42%
431	IT Software Licensing and Maint.	495,090	495,090	10,468	5,559	16,027	479,063	3.24%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	0	0	0	2,150	0.00%
446	Automobile Repair	6,000	6,000	90	0	90	5,910	1.50%
481	Binding of Books	700	700	0	0	0	700	0.00%
496	Special Projects	25,000	25,000	2,946	1,020	3,966	21,034	15.86%
	Contractual Services Total	2,274,711	2,325,615	114,436	24,981	139,417	2,186,198	5.99%
	Total Operating Budget	10,729,238	10,780,142	1,018,478	668,663	1,686,328	8,643,814	15.64%



**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2021-JUNE 30, 2022
REVENUE**

Revenue Category	Budgeted Revenue 2021-2022	Revenue Realized 7/1/2021-6/30/2022
		9/30/2021
Fees & Fines	\$51,000	\$428
Rental of Property	11,000	450
Miscellaneous (Includes E-Rate)	41,050	0
Total Library Generated Revenues	<u>\$103,050</u>	<u>\$878</u>
State Funding	47,560	50,380
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>\$10,360,862</u>



**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2021-JUNE 30, 2022
GRANTS FUNDS**

	AMOUNT AWARDED	AMOUNT AVAILABLE 9/30/2021
DANY	250,000	22,638
* SED-LDA	211,412	148,469
MONTEFIORE ADDITION	95,475	2,496
SED-LDA (2)	211,412	183,559
WILL SPACE STUDY	25,000	2,550
CBG RF TEEN ROOM	30,000	0

*City had not applied final payment.



**YONKERS PUBLIC LIBRARY
 QUARTERLY BUDGET REPORT
 FOR THE YEAR JULY 1, 2021-JUNE 30, 2022
CAPITAL FUNDS**

		ORIGINAL AMOUNT	AMOUNT AVAILABLE 9/30/2021
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	0
511000	Acquisition of Library Books and other materials	900,000	808,975
511001	Acquisition of a Truck	49,081	0



BANK ACCOUNT INFORMATION

SEPTEMBER 2021

<u>BANK</u>	<u>RATE</u>	<u>ACCOUNT NAME</u>	<u>NUMBER</u>	<u>EXP.</u>	<u>TYPE</u>	<u>9/30/2021</u>
<u>ENDOWMENTS AND TRUSTS</u>						
SAUNDERS ENDOWMENT GOAL \$65,000						
***STERLING NATIONAL BANK		SAUNDERS BOOK FUND				\$0.00
JUTKOWITZ ENDOWMENT GOAL \$10,000						
***SUNNYSIDE FEDERAL SAVINGS & LOANS		JOHN JUTKOWITZ THEATER FUND				\$0.00
KOGAN ENDOWMENT GOAL \$5,000						
***SUNNYSIDE FEDERAL SAVINGS & LOANS		DAVID S. KOGAN MEM FUND				\$0.00
MURPHY ENDOWMENT GOAL \$5,000						
***SUNNYSIDE FEDERAL SAVINGS & LOANS		RITA G. MURPHY MEM FUND				\$0.00
CHECKING ACCOUNT						
STERLING NATIONAL BANK	N/A	YPL TRUST ACCOUNT	6700288970	----	CHECKING	\$8,106.41
<u>UNRESTRICTED ACCOUNTS</u>						
CONTRIBUTIONS FUNDS						
***STERLING NATIONAL BANK		CONTRIBUTIONS ACCOUNT				\$0.00
***SUNNYSIDE FEDERAL SAVINGS & LOANS		CONTRIBUTIONS ACCOUNT				\$0.00
SUNNYSIDE FEDERAL SAVINGS & LOANS	0.70%	CONTRIBUTIONS ACCOUNT	1103671	10/27/2021	12 MO. CD	\$54,188.18
CHECKING ACCOUNT						
STERLING NATIONAL BANK	0.01%	CONTRIBUTIONS ACCOUNT	6700289260	----	CHECKING	\$66,810.83

***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.



**Yonkers Public Library (YPL) Board of Trustees Meeting
Management Report
October 21, 2021**

COVID-19 Updates: One library worker at Will Library tested positive for COVID-19 on October 9. The last positive case before this occurred on August 14.

Staffing Updates: Since the last board meeting YPL hired two new full-time staff members:

- Margaret Andracchi started work as a librarian in the Reference Department at the Will Library on September 17. She previously worked as Head of Young Adult Services at Pearl River Public Library and Director of Library Services at the Chapel School in Bronxville and prior to that she was a teacher and private tutor. YPL is excited to welcome Ms. Andracchi, who brings significant programming, technology and reference skills to YPL.
- Sandhya Sanal began work as a Clerk I at the Will Library on October 15, 2021. Ms. Sanal comes to YPL with graduate degrees from the University of Kerala in India. She has previous work as a guest lecturer as well as customer service and retail experience.

FEMA Disaster Recovery Center: FEMA established a Disaster Recovery Center at Will Library on September 11. In addition to recovery specialists from the Federal Emergency Management Agency (FEMA) and Small Business Administration (SBA), the Will Library Disaster Recovery Center also hosts representatives from New York State's Department of Financial Services and Department of Motor Vehicles. The Westchester County Department of Health and Department of Social Services are currently stationed at the center, as well as the City of Yonkers Office Constituent Services. The center closed on October 15. Staff from FEMA and other agencies were highly complimentary of Will Library staff as hosts, particularly the custodial team.

Crestwood Library Update: Crestwood Library's basement was flooded during Hurricane Ida. After several attempts to dry and clean the basement failed to mitigate the lingering smell of mildew, the carpet was replaced with vinyl tiling. Crestwood also conducted an air quality survey which determined the presence of mold at higher than outdoor levels in the basement staff room. The library followed the report's recommended remediation strategy. YPL plans to contract with an engineer to issue an inspection with the recommendations for how to best utilize the \$170,000 in improvements that were allocated in the FY22 capital budget. YPL has also issued a purchase order for new furniture and shelving units to give the library a more consistent and professional look.

2021 Job Expo: On October 6 and 7 YPL hosted the 2021 Job Expo at Riverfront Library in partnership with the City Council President's office on October 6-7. This two-day affair consisted of job search and readiness workshops on the first day and tabling from over twenty



local employers on the second day. Over three hundred job-seekers attended the expo and several offers and follow-up interviews were made on the spot.

Hispanic Heritage Month: YPL celebrated Hispanic Heritage Month with over twenty virtual and in-person events between September 15-October 15. Some of the well-attended events included cultural performances from Flor Bromley; the Telpochcalli Traditional Mexican Performing Arts & Theater; and the Bachata Embassy.

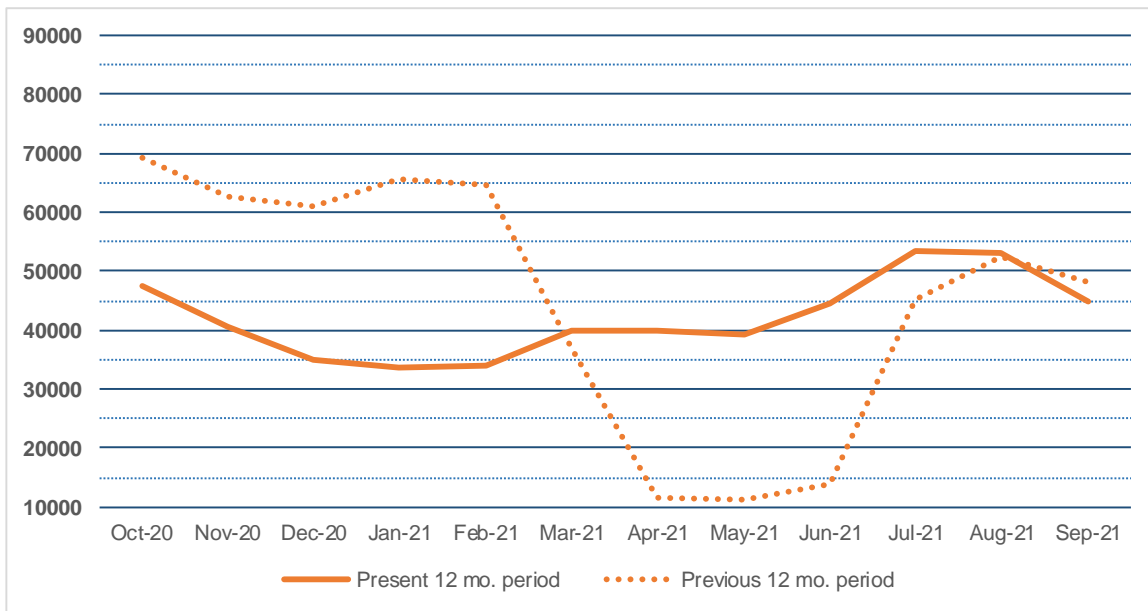
Riverfront Art Gallery Update: The third Gallery Hop since the pandemic was the largest by far. The October hop was the official opening for the latest exhibition, “Ubuntu: I Am Because We Are.” The Riverfront Art Gallery was visited by dozens of art aficionados, including a curator from the Metropolitan Museum of Art

CDBG Update: YPL was awarded a \$35,000 Community Development Block Grant through the City of Yonkers Planning Department. The grant will be directed towards a refurbishment of Community Room A+B at Riverfront Library which is in need of . YPL was also granted an extension on the grant period to December 31, 2022.



CIRCULATION SUMMARY

YONKERS PUBLIC LIBRARY



	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
Present 12 mo. period	47643	40546	35009	33647	34128	39894	39992	39180	44518	53597	53250	44879
Previous 12 mo. period	69319	62605	61094	65766	64816	37052	11424	11111	13859	45281	52569	48249
	-31.3%	-35.2%	-42.7%	-48.8%	-47.3%	7.7%	250.1%	252.6%	221.2%	18.4%	1.3%	-7.0%

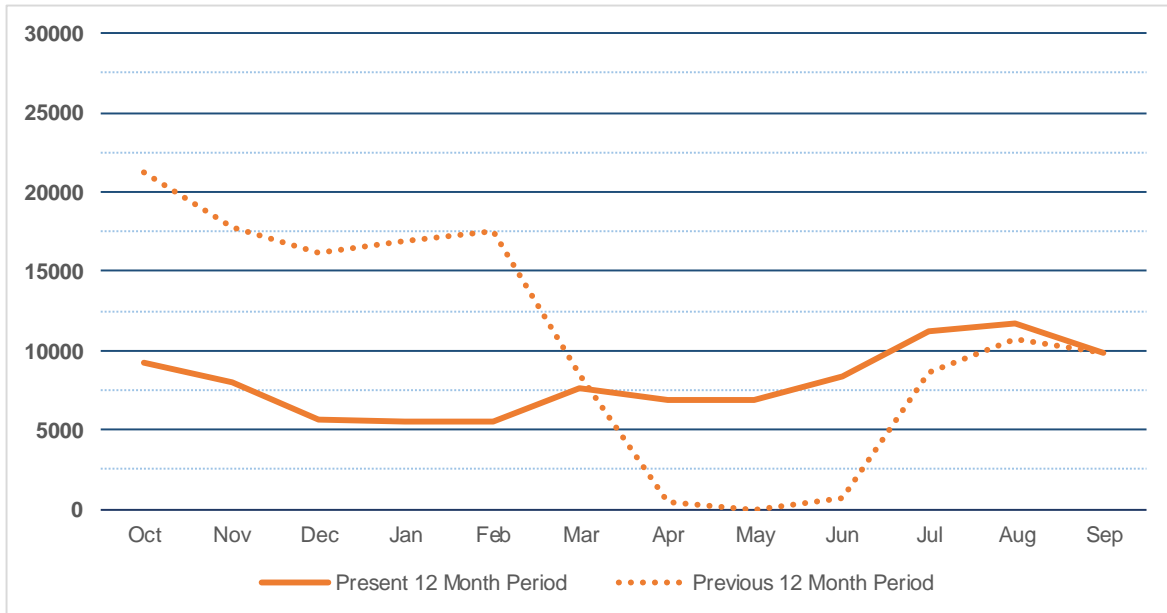
	Sep-20	Sep-21		
_audiobook	591	584	-7	-1.2%
_biography	505	394	-111	-22.0%
_express	341	292	-49	-14.4%
_fiction	5397	5324	-73	-1.4%
_foreign_language	234	310	76	32.5%
_juv_audiobook	71	52	-19	-26.8%
_juv_fiction	9095	10554	1459	16.0%
_juv_foreign	197	217	20	10.2%
_juv_movie	1576	1257	-319	-20.2%
_juv_nonfiction	1540	1627	87	5.6%
_magazine	135	116	-19	-14.1%
_movie	8896	6310	-2586	-29.1%
_music	1527	1732	205	13.4%
_new_book	1931	1986	55	2.8%
_nonfiction	4094	3745	-349	-8.5%
_ya_av	103	214	111	#####
_ya_fiction	1462	1716	254	17.4%
_ya_nonfiction	305	211	-94	-30.8%
Electronic Content Use	9496	7663	-1833	-19.3%

Circulation Profile:	Sep-20	Sep-21	
_audiobook	1.2%	1.3%	0.1%
_biography	1.0%	0.9%	-0.2%
_express	0.7%	0.7%	-0.1%
_fiction	11.2%	11.9%	0.7%
_foreign_language	0.5%	0.7%	0.2%
_juv_audiobook	0.1%	0.1%	0.0%
_juv_fiction	18.9%	23.5%	4.7%
_juv_foreign	0.4%	0.5%	0.1%
_juv_movie	3.3%	2.8%	-0.5%
_juv_nonfiction	3.2%	3.6%	0.4%
_magazine	0.3%	0.3%	0.0%
_movie	18.4%	14.1%	-4.4%
_music	3.2%	3.9%	0.7%
_new_book	4.0%	4.4%	0.4%
_nonfiction	8.5%	8.3%	-0.1%
_ya_av	0.2%	0.5%	0.3%
_ya_fiction	3.0%	3.8%	0.8%
_ya_nonfiction	0.6%	0.5%	-0.2%
Electronic Content Use	19.68%	17.07%	-2.6%



CIRCULATION SUMMARY

RIVERFRONT LIBRARY



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Present 12 Month Period	9186	7995	5654	5579	5533	7584	6928	6918	8405	11229	11756	9812
Previous 12 Month Period	21240	17738	16212	16888	17557	8554	491	9	650	8644	10739	9807
	-56.8%	-54.9%	-65.1%	-67.0%	-68.5%	-11.3%				29.9%	9.5%	0.1%

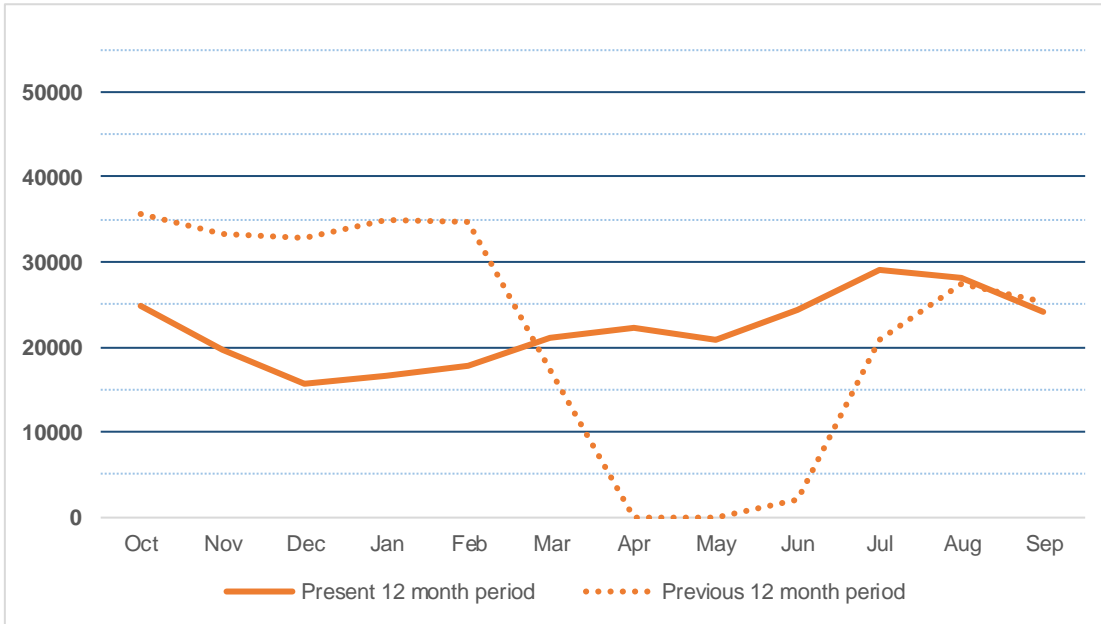
	Sep-20	Sep-21		
_audiobook	112	119	7	6.3%
_biography	110	107	-3	-2.7%
_express	176	160	-16	-9.1%
_fiction	1024	1224	200	19.5%
_foreign_language	127	167	40	31.5%
_juvenile_audiobook	13	6	-7	-53.8%
_juvenile_fiction	2197	2497	300	13.7%
_juvenile_foreign	121	98	-23	-19.0%
_juvenile_movie	447	366	-81	-18.1%
_juvenile_nonfiction	261	377	116	44.4%
_magazine	6	4	-2	-33.3%
_movie	2353	1695	-658	-28.0%
_music	187	281	94	50.3%
_new_book	433	253	-180	-41.6%
_nonfiction	1124	1050	-74	-6.6%
_young_adult_av	23	116	93	####
_young_adult_fiction	555	805	250	45.0%
_young_adult_nonfiction	90	82	-8	-8.9%

Circulation Profile:	Sep-20	Sep-21	
_audiobook	1.1%	1.2%	0.1%
_biography	1.1%	1.1%	0.0%
_express	1.8%	1.6%	-0.2%
_fiction	10.4%	12.5%	2.0%
_foreign_language	1.3%	1.7%	0.4%
_juvenile_audiobook	0.1%	0.1%	-0.1%
_juvenile_fiction	22.4%	25.4%	3.0%
_juvenile_foreign	1.2%	1.0%	-0.2%
_juvenile_movie	4.6%	3.7%	-0.8%
_juvenile_nonfiction	2.7%	3.8%	1.2%
_magazine	0.1%	0.0%	0.0%
_movie	24.0%	17.3%	-6.7%
_music	1.9%	2.9%	1.0%
_new_book	4.4%	2.6%	-1.8%
_nonfiction	11.5%	10.7%	-0.8%
_young_adult_av	0.2%	1.2%	0.9%
_young_adult_fiction	5.7%	8.2%	2.5%
_young_adult_nonfiction	0.9%	0.8%	-0.1%



CIRCULATION SUMMARY

GRINTON I. WILL LIBRARY



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Present 12 month period	24861	19726	15789	16573	17752	21019	22280	20815	24351	29135	28046	24025
Previous 12 month period	35766	33251	32841	35005	34799	17208	37	25	2033	20880	27527	25283
	-30.5%	-40.7%	-51.9%	-52.7%	-49.0%	22.1%				39.5%	1.9%	-5.0%

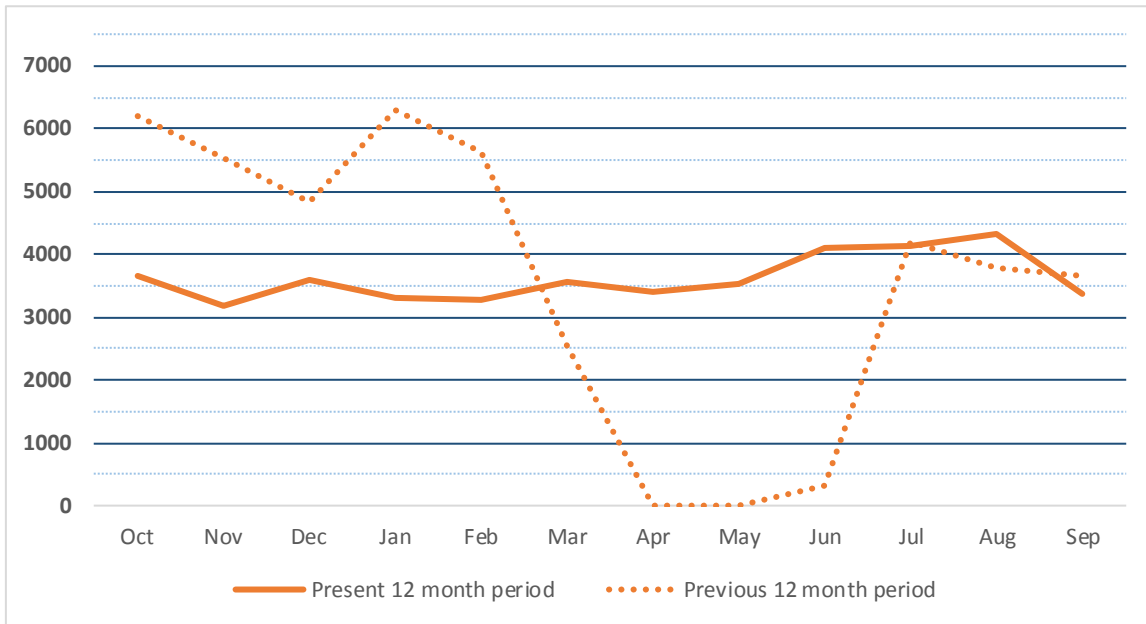
	Sep-20	Sep-21		
_audiobook	441	371	-70	-15.9%
_biography	324	233	-91	-28.1%
_express	158	123	-35	-22.2%
_fiction	3740	3622	-118	-3.2%
_foreign_language	102	135	33	32.4%
_juv_audiobook	45	42	-3	-6.7%
_juv_fiction	6164	7203	1,039	16.9%
_juv_foreign	75	117	42	56.0%
_juv_movie	1054	854	-200	-19.0%
_juv_nonfiction	1033	1068	35	3.4%
_magazine	95	100	5	5.3%
_movie	6055	4131	-1,924	-31.8%
_music	1205	1333	128	10.6%
_new_book	1144	1301	157	13.7%
_nonfiction	2443	2276	-167	-6.8%
_ya_av	47	47	0	0.0%
_ya_fiction	708	813	105	14.8%
_ya-nonfiction	183	111	-72	-39.3%

Circulation Profile:	Sep-20	Sep-21	
_audiobook	1.7%	1.5%	-0.2%
_biography	1.3%	1.0%	-0.3%
_express	0.6%	0.5%	-0.1%
_fiction	14.8%	15.1%	0.3%
_foreign_language	0.4%	0.6%	0.2%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	24.4%	30.0%	5.6%
_juv_foreign	0.3%	0.5%	0.2%
_juv_movie	4.2%	3.6%	-0.6%
_juv_nonfiction	4.1%	4.4%	0.4%
_magazine	0.4%	0.4%	0.0%
_movie	23.9%	17.2%	-6.8%
_music	4.8%	5.5%	0.8%
_new_book	4.5%	5.4%	0.9%
_nonfiction	9.7%	9.5%	-0.2%
_ya_av	0.2%	0.2%	0.0%
_ya_fiction	2.8%	3.4%	0.6%
_ya-nonfiction	0.7%	0.5%	-0.3%



CIRCULATION SUMMARY

CRESTWOOD LIBRARY



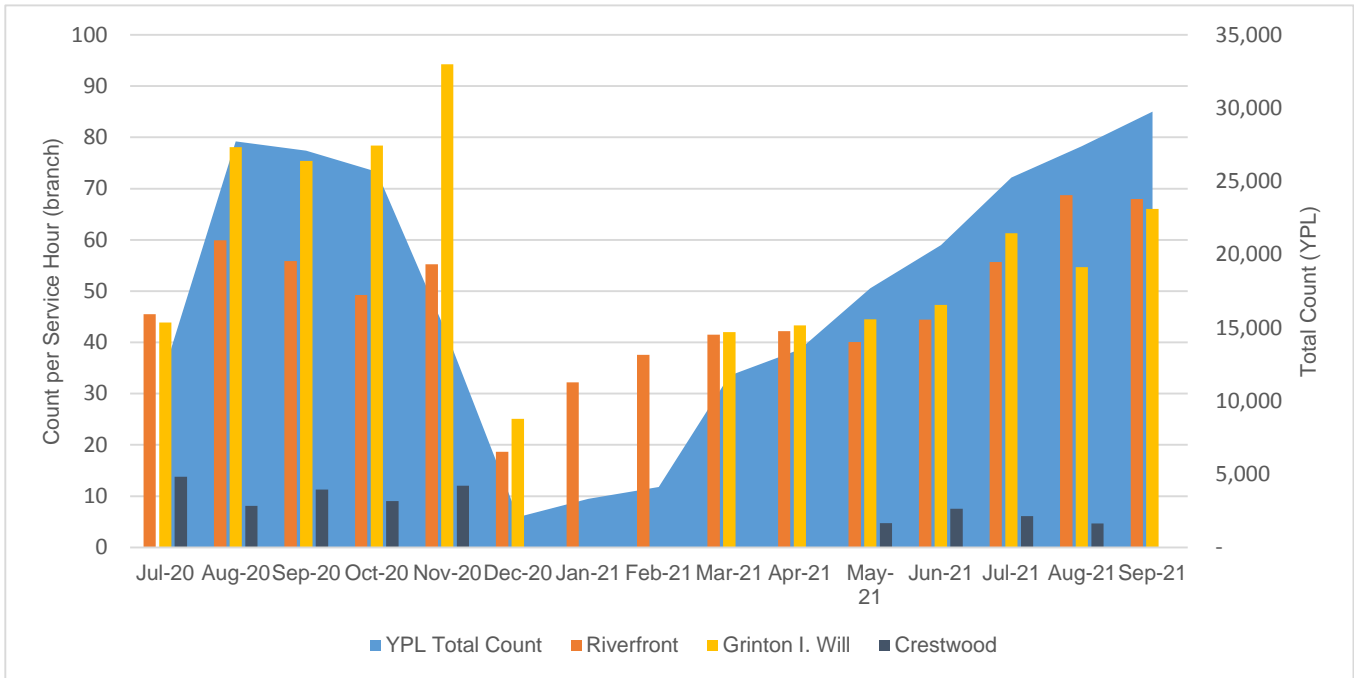
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Present 12 month period	3663	3180	3602	3319	3290	3549	3412	3517	4088	4150	4314	3379
Previous 12 month period	6210	5539	4823	6300	5617	2540	2	11	323	4208	3778	3663
	-41.0%	-42.6%	-25.3%	-47.3%	-41.4%	39.7%				-1.4%	14.2%	-7.8%

	Sep-20	Sep-21		
_audiobook	38	94	56	147.4%
_biography	71	54	-17	-23.9%
_express	7	9	2	28.6%
_fiction	633	478	-155	-24.5%
_foreign_language	5	8	3	60.0%
_juv_audiobook	13	4	-9	-69.2%
_juv_fiction	734	854	120	16.3%
_juv_foreign	1	2	1	100.0%
_juv_movie	75	37	-38	-50.7%
_juv_nonfiction	246	182	-64	-26.0%
_magazine	34	12	-22	-64.7%
_movie	488	484	-4	-0.8%
_music	135	118	-17	-12.6%
_nonfiction	527	419	-108	-20.5%
_new_book	354	432	78	22.0%
_ya_av	33	51	18	54.5%
_ya_fiction	199	98	-101	-50.8%
_ya_nonfiction	32	18	-14	-43.8%

Circulation Profile:	Sep-20	Sep-21	
_audiobook	1.0%	2.8%	1.7%
_biography	1.9%	1.6%	-0.3%
_express	0.2%	0.3%	0.1%
_fiction	17.3%	14.1%	-3.1%
_foreign_language	0.1%	0.2%	0.1%
_juv_audiobook	0.4%	0.1%	-0.2%
_juv_fiction	20.0%	25.3%	5.2%
_juv_foreign	0.0%	0.1%	0.0%
_juv_movie	2.0%	1.1%	-1.0%
_juv_nonfiction	6.7%	5.4%	-1.3%
_magazine	0.9%	0.4%	-0.6%
_movie	13.3%	14.3%	1.0%
_music	3.7%	3.5%	-0.2%
_nonfiction	14.4%	12.4%	-2.0%
_new_book	9.7%	12.8%	3.1%
_ya_av	0.9%	1.5%	0.6%
_ya_fiction	5.4%	2.9%	-2.5%
_ya_nonfiction	0.9%	0.5%	-0.3%



TURNSTILE COUNTS



	Riverfront			Grinton I. Will			Crestwood			YPL Total Count
	Count	Hours	Per Hour	Count	Hours	Per Hour	Count	Hours	Per Hour	
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
Jan-21	3,319	103	32				-		0	3,319
Feb-21	4,133	110	38				-		0	4,133
Mar-21	6,268	151	42	5,460	130	42	-		0	11,728
Apr-21	6,670	158	42	6,845	158	43	-		0	13,515
May-21	8,015	200	40	9,215	207	45	473	100	5	17,703
Jun-21	9,599	216	44	10,219	216	47	823	109	8	20,641
Jul-21	11,918	214	56	12,693	207	61	649	107	6	25,260
Aug-21	14,981	218	69	11,918	218	55	508	109	5	27,407
Sep-21	15,097	222	68	14,657	222	66		-	0	29,754

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

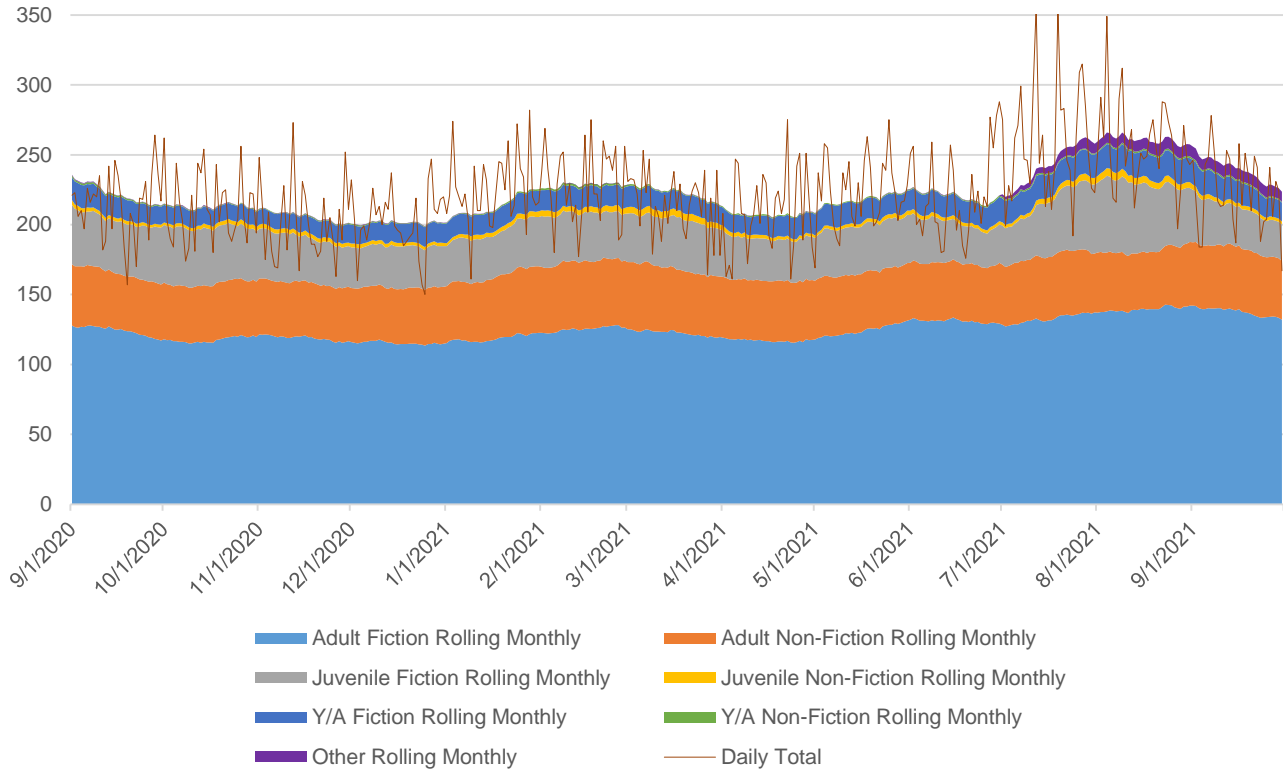
Notes: Total Monthly Patrons in January-February incomplete due to gate counter malfunction at Grinton I. Will

Crestwood Library closed in September due to Hurricane Ida



ELECTRONIC RESOURCES SUMMARY

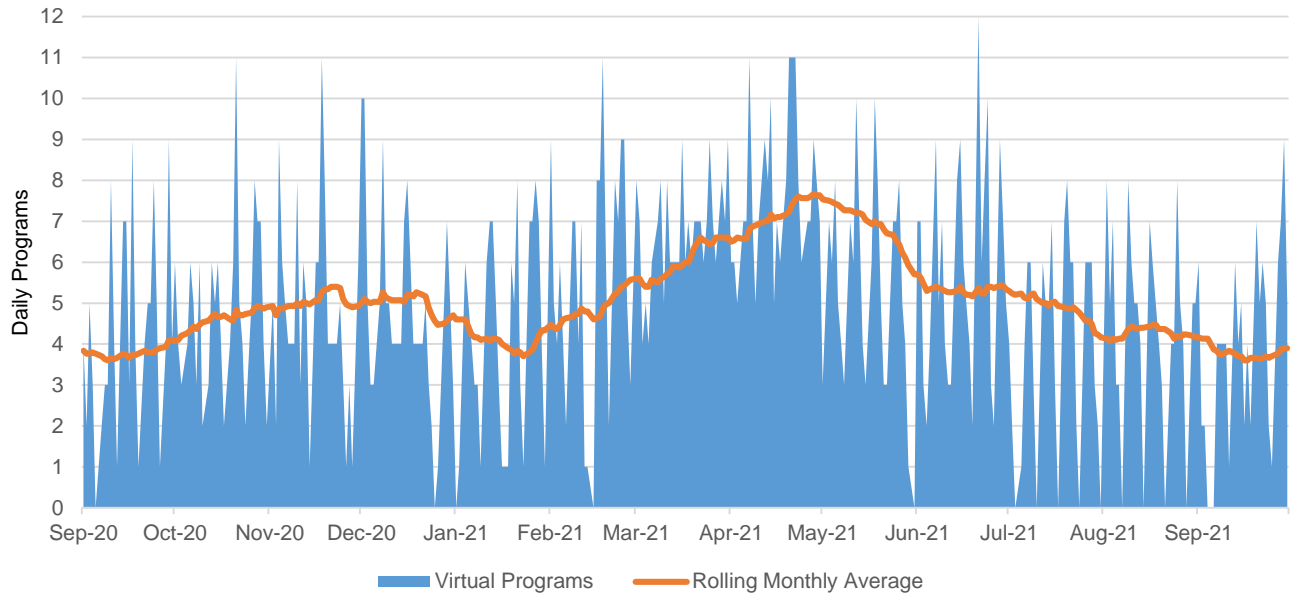
Daily OverDrive Checkouts



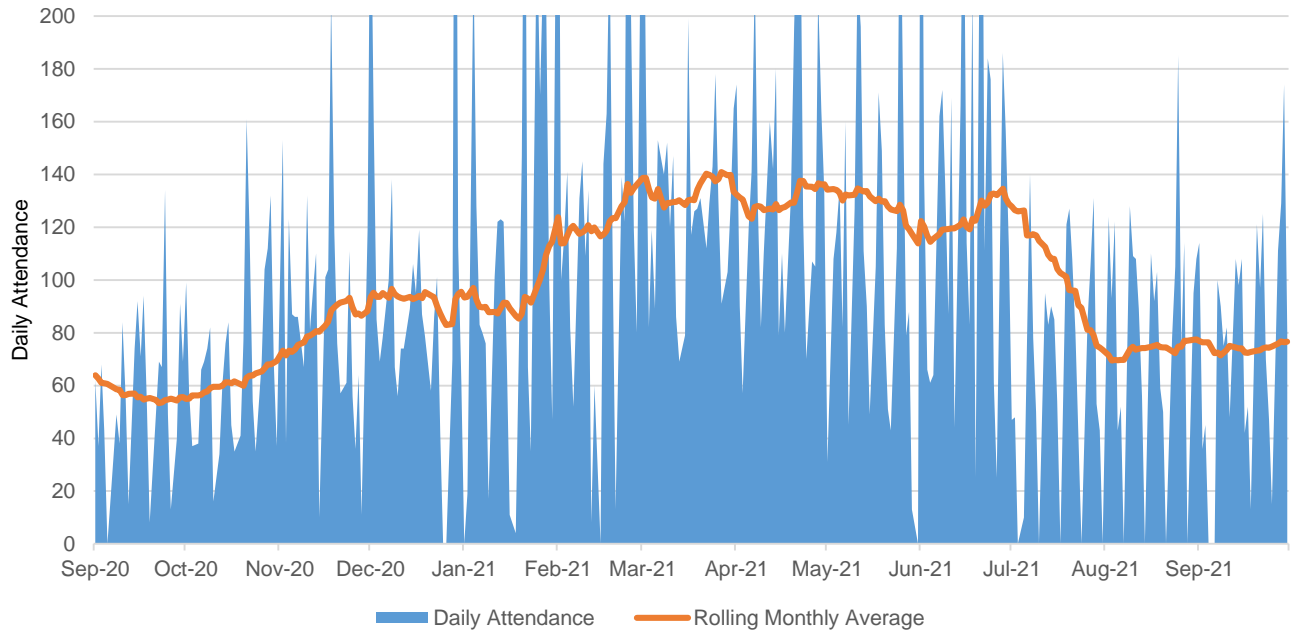
	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Sep-20	3519	1198	1213	64	387	22	6410
Oct-20	3734	1239	1125	90	343	17	6556
Nov-20	3501	1165	868	80	404	17	6042
Dec-20	3564	1269	891	77	448	16	6274
Jan-21	3795	1471	1073	118	473	34	6965
Feb-21	3530	1353	960	116	415	35	6409
Mar-21	3685	1343	1053	118	417	22	6643
Apr-21	3525	1290	931	60	452	19	6283
May-21	4063	1253	1042	92	446	20	6921
Jun-21	3877	1298	825	72	518	32	6627
Jul-21	4239	1307	1511	142	525	24	8009
Aug-21	4375	1415	1215	128	539	41	7972
Sep-21	3964	1250	793	63	402	18	6490

VIRTUAL PROGRAMMING SUMMARY

YPL Virtual Programming Sessions



YPL Virtual Programming Attendance



Total Programs

2,348

Total Attendance

43,213



IN-BUILDING PROGRAMMING SUMMARY

RIVERFRONT LIBRARY

LIBRARY PROGRAMS

Sessions	Program	Age	STEM?	Class Visit?	Attendance
1	Chromebook distribution and training for Head Start families	Adult	Yes		12
2	Flow Fridays- Riverfront Art gallery	Adult			22
1	Google Docs	Adult	Yes		1
1	QuickBooks I and II*	Adult	Yes		6
1	September Saturday Movies @ Your Library: Soul	Adult			4
1	September Saturday Movies @ Your Library: The Father	Adult			10
10	Tech Drop-In	Adult	Yes		49
1	UBUNTU: I Am Because We Are Exhibit	Adult			168
1	Working with Gmail	Adult	Yes		1
1	Zumba Class (Outdoor & Virtual Event)	Adult			19
1	Arch for Kids: Paper Bag Playhouses	JUV	Yes		10
4	Father Goose Stories	JUV			72
1	Hispanic Heritage Celebration: FIESTA CONCERT DUO FLOR BROMLEY	JUV	Yes		81
1	Hispanic Heritage Month Arts and Crafts	JUV			50
1	Legorama Club	JUV			8
1	National Pepperoni Pizza Day	JUV			32
2	STEM Workshop: Roblox Studio	JUV	Yes		18
4	Storytime with Mr. Ralph	JUV			35
4	Terrific Toddler Time	JUV			57
1	Two Tails/Tales at 11	JUV			10
2	Zumba for Kids	JUV			24
2	Ace That Job Interview!!!	Y/A			4
1	Girls Who Code (6th-12th grade)	Y/A			8
30	Grab and Go Sugar Scrubs for Teens	Y/A			132
4	Mozairt STEM Camp: Explore Artificial Intelligence through Art & Music	Y/A	Yes		24
1	Teen Gaming	Y/A			6

STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
22	202	0	0

	Sessions	Attendance
Adult	10	292
Y/A	5	174
JUV	11	397

Total Regular Library Programming

80

863



IN-BUILDING PROGRAMMING SUMMARY

RIVERFRONT LIBRARY

NON-LIBRARY PROGRAMMING

Sessions	Program	Attendance	Fee
1	Literacy Solutions : Learning Center	59	\$0
56	Literacy Solutions :Tutors	120	\$0
28	Literacy Solutions Case Management Services	53	\$0
5	Literacy Solutions: Citizenship class	59	\$0
1	Alex Laos - Job Interview	1	\$0
3	Patron Reservation in Studio 2	6	\$0
1	Recording studio for Max Contra, Javier de la Cruz, Gabe Garcia, Theodore Latakis	4	\$0
2	MTA Police Department	32	\$0
1	Yonkers Special Education PTA	25	\$0
1	Yonkers Federation of Teachers NYSUT Annual Book bag Giveaway	110	\$0
1	Camp Morty : Camp Morty is a non-profit, free summer camp for Westchester County children	12	\$0
1	Claire Harris NEDP meeting- Studio 2	1	\$0
1	City Of Yonkers - Department of Planning and Development- Public Auction	60	\$0
1	TLC Transportation	50	\$150
2	FSSY - Grab and Go	60	\$0
1	Sarah Lawrence College & Beczak: Private Discussion	15	\$0
1	Westchester County Department of Health - Vaccination Site	165	\$0
2	Yonkers Public Schools - Department of Funded Programs	100	\$0
1	CLUSTER - Board Meeting	8	\$0
1	Councilwoman Tash Diaz's Office	14	\$0
9	Yonkers Public Schools - Transportation Department (Bus Monitor Trainings)	450	\$0
1	Yonkers Federation of Teachers- Annual Book Bonanza	150	\$0
1	YMCA board Meeting	12	\$0

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	105	1566
GRAND TOTAL PROGRAMMING	185	2429



IN-BUILDING PROGRAMMING SUMMARY

GRINTON I. WILL LIBRARY

LIBRARY PROGRAMS

Date	Program	Age	STEM?	Class Visit?	Attendance
9/7	Enhanced Fitness for Seniors	Adult			15
9/10	Pop-up Pfizer Covid	Adult			13
9/14	Connecting Tech and Health	Adult			9
9/14	Enhanced Fitness for Seniors	Adult			12
9/16	Connecting Tech and Health	Adult			10
9/16	Senior Benefit Information Center	Adult			3
9/17	Pop-up Pfizer Covid	Adult			35
9/20	Relax & Destress Qi Gong	Adult			24
9/21	Connecting Tech and Health	Adult			12
9/21	Enhanced Fitness for Seniors	Adult			15
9/23	Connecting Tech and Health	Adult			11
9/23	Senior Benefit Information Center	Adult			4
9/28	Connecting Tech and Health	Adult			14
9/28	Zumba	Adult			21
9/28	Enhanced Fitness for Seniors	Adult			15
9/30	Nature Walks at Will	Adult			12
9/30	Senior Benefit Information Center	Adult			5
9/25	Music with Zev	JUV			25
9/28	Story Time	JUV			28
9/29	Story Time	JUV			18
9/29	Read with Cooper	JUV			5
9/8	Teen Green Team	Y/A			7
9/14	Peer Tutoring	Y/A			5
9/15	Teen Green Team	Y/A			12
9/17	Peer Tutoring	Y/A			5
9/18	Teen Advisory Group	Y/A			6
9/24	Peer Tutoring	Y/A			4
9/28	Peer Tutoring	Y/A			3
9/29	Will Teen Green	Y/A			3

STEM		Class Visits	
Sessions	Attendance	Sessions	Attendance
	0		0

	Sessions	Attendance
Adult	17	230
Y/A	8	45
JUV	4	76

Total Regular Library Programming

29

351



IN-BUILDING PROGRAMMING SUMMARY

GRINTON I. WILL LIBRARY

NON-LIBRARY PROGRAMMING

Date	Program	Attendance	Fee
9/3	Yonkers Public Schools	70	
9/8	SEIU 704 Union Meeting	40	
9/8	Yonkers Historical Society	12	
9/11	Park Ave Investment Club	10	
9/12	Al-Anon	8	
9/19	Al-Anon	9	
9/26	Al-Anon	8	
9/27	City of Yonkers Mobile Tax Unit	244	
9 Sessions	Yonkers Parks Dept-Little Learners	135	
21 Sessions	Yonkers Parks Dept-Senior Center	525	
20 Sessions	FEMA	652	

	<u>Sessions</u>	<u>Att.</u>
Total Non-Library Programming	35	1713
GRAND TOTAL PROGRAMMING	64	2,064

IN-BUILDING PROGRAMMING SUMMARY

CRESTWOOD LIBRARY

LIBRARY PROGRAMS

Date	Program	Age	STEM?	Class Visit?	Attendance
9/12	Crestwood Nature Walk	Adult			22
9/14	Celebration of Life for Peter Alaimo	Adult			33
9/14	Book Chat	Adult			15
9/18	Hustle for that Muscle...with Coach Charlie	Adult			8
9/24	Friday Fiesta: Mariachi Artístico	Adult			65
9/24	Friday Fiesta Feast: Alcapurias & Empanadas	Adult			68
9/24	Celebrating Hispanic Heritage Month with Feeding Westchester	Adult			44
9/28	Talk it Up Tuesday: Hispanic Heritage Month Edition	Adult			8
9/18	The Magic of Music and Movement	JUV			8
9/20	Crestwood Chalk It Up - Back to School!	JUV			17
9/22	Music & Merriment	JUV			14
9/25	The Magic of Music and Movement	JUV			14
9/27	Crestwood Chalk It Up - Apples!	JUV			15
9/27	Read with Cooper @Crestwood	JUV			13
9/12	Scented Sugar Scrubs	Y/A			17

	<u>Sessions</u>	<u>Attendance</u>
Adult	8	263
Y/A	6	81
JUV	1	17

Total Regular Library Programming 15 361



QUARTERLY REPORTS

RIVERFRONT LIBRARY JULY, AUGUST, AND SEPTEMBER 2021

The Riverfront Library is a welcoming and comfortable place where people of all ages and cultures come together, in person or online, to experience the joy of reading, express their creativity, satisfy their curiosity, and create and share. It is the hub of the Yonkers community, and sustains itself through exemplary customer service by its dedicated staff, as well as by its careful stewardship of physical resources -- resources that are available to all for creating pathways to the future.

The Library's staff strives to ensure a friendly environment as a community gathering place and to anticipate and prepare for evolving needs of the local community. We offer, both in person and through digital means, high quality, diverse, and informative programs, services, and resources that interest people of all ages and of all levels of skill.

Even in this era of the COVID-19 pandemic -- and thanks to the marvels of computer technology -- our patrons have been able to access eBooks, music, movies, and more. And the Library has continued to present them with a diverse array of programs including, for example, Umbuntu, and the West African Art display.

Programming

During the quarter under review, the Riverfront staff delivered informational and entertaining programs in support of literacy, of life-long learning, and of community engagement.

The attendance at our in-person programs during the last quarter -- programs in such subjects as job searching, genealogy, wellness, and technology training (and including, of course, our movie screenings in the auditorium) -- exceeded 866 attendees.

The hybrid Zumba program, presented in-person at Van Der Donck Park and also 'simulcast' virtually, attracted 35 participants.

The *Tales and Tails* summer reading program concluded during the quarter, with 748 grab-and-go kits distributed throughout the course of its run. Other teen programming, such as *Gaming*, *Voguing*, and a session on preparing for job interviewing attracted 216 participants during the same period.

Staff members Isanel Cano, Ana Gantzer, James Hackett, Elyse Schreiber, Tara Somersall, and Arnaldo Torres hosted a Fiesta Concert, along with a book- and book bag-giveaway as part of our Hispanic Heritage Month celebration. The event drew 81 participants.

Children's Department

Participants in our children's programs have learned many skills and met new friends in the library. And the Riverfront Library Children's Department continues to expand its programming with the aim of providing every child in Yonkers with access to reading materials and library services. Even when the Library building was closed, and now during regular after hours, kids continue to have access to our digital resources, including daily online Homework Help. The department plays an essential role, as well, in supporting children of all ages and their families in developing a love for reading.



QUARTERLY REPORTS

Children's programs during the quarter included *Zumba for Kids*, *Just Craftin' Around*, *So Messy So Fun*, *Fitness Fun for Kids*, *Legorama*, *Toddler Storytime*, *Father Goose Stories*, *Magic Jim*, *Family Game Night*, *Wonderspark Puppet Show*, *National Pepperoni Pizza Day*, *Family Fun Fridays*, *Family Fun Fridays*, *National Ice Cream Month*, *Hispanic Heritage Arts and Crafts*.and *Two Tails with Cooper the Therapy Dog*.

Children's Department Librarian Ralph Guida is a state-certified notary public. As such, and without charging a fee, he notarizes documents for the Library's patrons. He notarized 206 documents during the last quarter. (As a matter of logistics, the notary service is available only by appointment.)

Collection Development

The Riverfront staff continues to devote time and thought to the task of collection development. During the last quarter, Mary Robison collaborated with Haifa Bint-Kadi to improve the library's collection of art books, focusing particularly on augmenting materials on LGBT+ and women. Ana Gantzer refreshed the Spanish-language print collection, and also added Spanish reference to that collection. The Children's Department engaged in a major weeding effort to overhaul their biography, young readers, and social sciences holdings.

Local History

Charlie Loftus completed a summer internship in the Local History room, where he engaged in processing the vertical files. He reviewed the files, rehoused them, and provided additional description for items in the collection.

Professional Development

To enhance their work performance, members of the Riverfront Library staff are encouraged to participate in professional development workshops. Among the programs and workshops which staff members participated in during the quarter were *Fall Mystery Preview*, *Picture Books for Fall*, *Digital Storytelling for Nonprofits*, *Design for Non-Designers*, *The Best in Fall Nonfiction*, *Joyful Curiosity in Math-Themed Kids Literature*..Staff members also took part in webinars focusing on graphic novels, on open access content, and on providing library services to patrons across the digital divide. Moreover, some staff members were able during the quarter to become more familiar with the various services which Westhab provides to unsheltered people in our local community.

Community Engagement

The Riverfront Library staff continued during this difficult time of pandemic to maintain our partnerships with other community organizations so that, together with them, we can work to make a difference in the lives of our patrons. (Local residents are now eligible to get their COVID-19 vaccine in the library, and the Riverfront staff are here to assist them, as needed, in their efforts to do so.)

The Riverfront Reference Department is in consultation with Westhab, in hopes of securing the weekly presence of a social worker to assist patrons with housing and health care issues and other needed services.

Tyisha Baker, Isanel Cano, Elizabeth Caruso, Lawrence Farah, Mary Robinson, Arnaldo Torres, and Sandy Amoyaw represented the Yonkers Public Library at the *National Night Out* event in August.

In collaboration with Sarah Lawrence College, the Library will continue this fall to host the Community Leadership Intern Program, welcoming SLC students as interns for various short-term programs.

Eugene Howell continues to serve as our liaison with the Community Network, sharing current information throughout the YPL system on the availability of social services to local residents; Arnaldo Torres continues to serve



QUARTERLY REPORTS

on the YMCA Advisory Board; and Branch Administrator Sandy Amoyaw has continued, during the quarter, to attend meetings with the Salvation Army and the Yonkers Rotary International.

Finally, we are proud to have offered space for the teen Summer Meals program, which attracted 3,450 students in July and August.

Library Displays

Displays in the Library help to create an inviting, informative, and functional learning environment. And when they promote library services, book displays and bulletin boards can play a vital role in boosting circulation and attendance rates.

Exhibited during the third quarter were posters and other displays on: Hispanic Heritage, Labor Day, National Disabilities Month, Summer Reading, Back to School, Fall New into Books, National Constitution Day, Children's Classic Tales Book Bundles, STEM Picture Books, Banned Books, and Summer of Fun. Other displays commemorated the 20th anniversary of 9/11 and highlighted art books focusing on LGBT+ artists.

I am proud of the Riverfront Library staff for the incredible amount of work they have done during this last quarter. The Riverfront Library is committed to continually increasing its value to the Yonkers community.

We welcome our new Deputy Director, Ms Shauna Porteus, whose skills in community librarianship are sure, we believe, to prove a great asset to the future of the Library.

Branch Administrator Riverfront Library
Sandy Amoyaw



QUARTERLY REPORTS

GRINTON I. WILL LIBRARY JULY-SEPTEMBER 2021

We are excited to welcome two new librarians to the YPL Will team: Margaret Andracchi, who has an advanced degree in young adult literature as well as a Master's Degree in Library Science and also has experience in public librarianship, teaching and tutoring middle school students; and Laura Cacace, a children's librarian who recently graduated from Queens College with an MLS degree. She is an author and her first book was published by Amazon Press in 2018 after winning a campaign through Amazon's Kindle Scout program.

Our Tails and Tales children's summer reading program was a great success. We had 126 participants and they collectively read 711 titles. Our ReadSquared summer reading program winners were all very appreciative of the prizes they received. Outdoor in-person children's programs were a big hit. Weekly story times, Music with Zev, Musical Storytime with Gigi, Musical Munchkins, Dino Domains, Design a Wildlife Sanctuary, Sloppy Science Slime, and a puppet and magic show were all well attended.

Our volunteers were provided with community service hours for their help with the summer lunch program, the teen advisory group and the Will library's green team. They also initiated a peer tutoring program where high and middle school students can get help with class assignments in Math, General Sciences, English and History. This summer the teens participated in Outdoor Group games, Painting with Teresa, Calligraphy and Sew Amazing.

Health and wellness took center stage at the library with classes in Enhanced Fitness, Zumba, and Qi Gong. Seniors were also instructed on how to use technology to keep in touch with doctors through email, websites, calendar appointments and phone apps in the Connecting Tech and Health workshops. Other programs offered included a lecture on W.E.B DuBois; Cybersecurity: How to Protect Yourself on the Internet; A Tale of Love and Survival; and a Movie Matinee and Bingo.

In commemoration of the 20th anniversary of the 9/11 attacks, posters were displayed featuring archival photographs and images of artifacts from the Museum's permanent collection. An online blog post was created featuring a book carousel as well as an in-building display highlighting our extensive collection on the event. Hispanic Heritage Month, Back to School, teddy bears, fabric arts, college prep, V-J Day, and cooking materials were also featured in attractive displays.

The library serves as a real community center and continues to make a difference in the lives of our residents. The City of Yonkers hosted their mobile tax office at the Will Library in July and September and residents were provided with assistance with their property tax payments. The Will Library served as a drop-off location for the 10th Backpack to School Donation Drive. Patrons graciously filled boxes with backpacks, crayons, rulers, notebooks and more. The Grinton I. Will Library participated in the Grab & Go free summer lunch program. 301 lunches were distributed to children and teens during the five-week program. Jennifer Villa, Director of Youth Services in the Yonkers Youth Bureau, hosted a library outreach day at Will and she provided information on the programs and services offered to the community. Alan Houston partnered with New York State of Health and VIP Star Network to offer Pfizer pop-up vaccination clinics to the community. Over 50 patrons took advantage and received their vaccines. We welcomed Little Learners back to the library and we were also able to extend the Senior Center hours.

As residents were recovering from effects of Hurricane Ida, the Will Library was able to provide its entire lower level space, indoors and outdoors, to the Yonkers Disaster Recovery Center (DRC), which offered in-person support to individuals and small business owners affected by the severe storm and flooding. Agencies on hand ready to assist included the Federal Emergency Management Agency (FEMA), the Small Business Administration, the American Red Cross, the City of Yonkers Office of

Constituent Services and many New York State agencies. Special thanks to the entire staff who answered countless patron questions, helped the agencies set up, and provided assistance.



QUARTERLY REPORTS

Heidi Langdon coordinated the shifting, transferring and interfiling of the fine arts biographies into the main collection. Clerical staff and pages were essential in assisting with this process and now patrons have a one-stop shopping experience when picking them out.

Various staff attended training on the Overdrive marketplace, licensing models and collection development strategies offered by our account manager, and a CollectionHQ review with Baker and Taylor. Alan Houston and Aurora Cruz attended the WSOS volunteer appreciation lunch. This lunch was an opportunity for WLS to thank the Will library for our involvement in the Senior Benefits program. We participated in National Voter Registration Day where patrons were provided with voter registration forms in English and Spanish, an Early Voting Calendar with dates and times, absentee ballot applications, and answers to voter reference questions. On National Night Out in Andrus Park, the library had an information table where we encouraged visitors to join our online newsletter and sign up for library cards.

We often receive compliments about the help and service provided by our staff. This month we received a generous donation from a patron thanking Michael Walsh for all of the memories he helped preserve with the VHS conversions.

Grinton I. Will Branch Administrator,

Aurora Cruz



QUARTERLY REPORTS

CRESTWOOD LIBRARY JULY, AUGUST & SEPTEMBER 2021

What a quarter! In July and mid-August, we offered hybrid service and reverted to contact free pick up only after Hurricane Henri on August 16th, and then Hurricane Ida left us scrambling to reimagine, reconfigure and rework our physical building, plus programs and services. We literally created a “Library Outside” by meeting our patrons outside of our doors where they engaged in reading newspapers, browsing books and other library materials. Russell Martinez, YPL Administration (Jesse, Shauna and Vivian) and the Crestwood Crew all worked together to coordinate physical building remediation and provision of library services. Carlos Figueroa set up IT capability of using AV outside to support our programming which was a blessing.

The New Sustainable You program continued throughout this quarter offering our patrons DIY instructions for eco-conscious living. The Saturday morning Sun Salutation Yoga with Cathy McGibney from *Friends of Crestwood Library* set the tone for our incredible outdoor offerings including a weekly *Chalk it Up!* Program and a few weekend *Nature Walks*. Our midsummer highlight of the Tails and Tales Summer Reading program was an outdoor puppet show and ice cream with WonderSparks. We offered a Small Business Week Zoom with author Ed Rogoff in collaboration with Yonkers NNORC. We are thankful for our NNORC partnership that remains strong because we continued to offer our full complement of programs with a great team.

Our homeschooling adventures included a field trip to Rockefeller Preserve to harvest Monarch eggs that were raised at the library and at home. We provided our readers with a fun filled ZOOM Author Talk featuring Harrison Malaga. Our library crew attended a Homeschooler Back to School Meet and Greet at Tibbets Brook Park.

Continuing on the Back to School focus, the Branch Manager made a school visit to PS 15 for Open House Night sponsored by the PTA. The library had a table that provided information about programs that will benefit students for the upcoming year. A Zoom version was offered as well as the in-person presentation. She also attended the first Yonkers City School Library Council Meeting at Saunders High School.

We continue to champion our Community Members. One of our longtime teen patrons Olivia Dower from Troop 1743 received her Gold Award during the Juliette Summer 2020-2021 for her project *What do You Want to Say: Finding Your Voice Through Theatre and Performance*. Congratulations Olivia! Manhattanville Graduate student Daphne Platt began her internship in Education in Leadership at our site in September. The wider community of Crestwood invited our library to have a table at the Chittenden Avenue Block Party where we registered new patrons for library cards.

People are what make a place. Crestwood Library is no exception. After a year since his passing, we were finally able to honor Crestwood Crew Member Peter Alaimo in an outdoor Celebration of Life. Addie Perotta passed away in August after a month of being in *Calvary Hospital*. She will be sorely missed, and we are grateful for her devoted service of 35 years to the Crestwood Community.

Friends of Crestwood Library (FOCL) continue to meet virtually. Their support is valuable and they had a couple of meetings with Director Montero to offer their thoughts regarding renovation- they suggested using tiles for the Children’s Room flooring.

This quarter, the Branch Manager focused on keeping community relations strong and keeping people and resources functioning at optimal levels during a time of severe on-site limitations. Resiliency was the key!

The Summer Quarter proved to us that no matter what gets thrown our way, Crestwood Crew is able to adapt and make the best of any given situation.

Respectfully submitted,
Z. Baird, Crestwood Library Branch Manager



QUARTERLY REPORTS

Custodial Department July, August, September 2021

Throughout this quarter, my custodial staff in all three facilities have focused on disinfecting high touch areas multiple times a day. We will continue this practice for the foreseeable future.

Crestwood

Heavy summer rains and Hurricane Ida wreaked havoc on the children's room with severe flooding accruing twice in a short period. Staff quickly responding by running extractors, carpet cleaners and blowers to remove as much water as possible. Despite their efforts, it was necessary to remove all the carpet, baseboard and shelving (in flooded areas) to prevent mold growth. New tile flooring replaced the carpet and was sealed multiple times to ensure no further damage can occur if flooding happens again.

Will

Will Library is experiencing major issues with the elevator. It has broken down at a much higher rate this quarter than anticipated. We are keeping the elevator out of order to the public (except when need for people(s) who experience mobility difficulty) to keep patrons from being stuck inside until proper repairs can be made. We have a request for proposal out for the repairs.

To insure the cleanest possible air quality, all air handler filters have again been replaced with the high quality Merv 13 filters.

Riverfront

This quarter my staff are continuing with furniture removal and disposal as well as new furniture assembly. Also we are in the process of removing old book stacks from our storage area to create space and storage for items like summer reading books and other seasonal items for various departments.

Staff

Special thanks to all custodians helping with the flood remediation at Crestwood!

Supervisor of Custodians
Russell Martinez



QUARTERLY REPORTS

TECHNICAL PROCESSING DEPARTMENT JULY, AUGUST, SEPTEMBER 2021

The Tech. Processing Department has been processing most of the books that have been ordered from Baker & Taylor to make up for their lack of staffing and ability to fill processed orders. Most departments have been very helpful and have taken a good share of the books for processing, searching and linking for their orders.

We have been unable to get a definitive answer as to when Baker & Taylor will be ready to begin accepting processed orders from us again. For now we will continue to do the work in house. This allows us to have the popular books by their street date rather than have them waiting to be processed at a warehouse. It is a lot of work but the Tech Processing staff has done an incredible job.

The Periodicals and Continuations list has been submitted to the vendors for invoicing.

The Baker & Taylor Book Leasing Program continues to provide shelf ready new books with all three branches using their monthly quotas to obtain titles for their collections. These titles are then returned when they are no longer popular circulating items.

Tech Processing accommodates all requests from the departments for information, processed materials, and orders using whatever resources are necessary and available. Contacting and working with vendors is a large part of our work.

Mary DiChiara
Technical Processing Dept.



QUARTERLY REPORTS

IT DEPARTMENT JULY, AUGUST, SEPTEMBER 2021

The library has and continues to make major improvements in IT. Generous funding from the Community Development Block Grant (CDBG) enabled us to replace IT equipment in Tech Central and the Community Room at the Riverfront library. The equipment has been slowly arriving due to supply chain constraints; however, we were able to acquire 30 new laptops, 25 ipads and ten chromebooks. We are also looking to update the A/V system in Community Room A/B since the current equipment is out of date and doesn't allow for a split-room configuration.

We are in the process of filing for E-rate and have been working with a filing provider to help with the application. Award results should be made available in the first quarter of 2022. We anticipate that the funding will allow us to overhaul the public networks, including new switches, firewalls, and other various hardware investments.

The library has been working with a sound company to plan an upgrade of the PA and lighting system in the Auditorium of Riverfront Library. The in-house sound system has served us well for almost 20 years, but is in need of replacement due to high use and time. We are also currently awaiting delivery of a new projector to replace the existing unit.

WLS has replaced their existing WIFI equipment at the Riverfront Library to a newer Ubiquiti system. We are also deploying two new access points in the first floor area to spread WIFI coverage in the reference and atrium areas of the building.

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	502
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QUARTERLY REPORTS

Yonkers Public Library - Graphics Department

Quarterly Report: July-September 2021

#2013 Part Time Time Sheets (stock forms)
A Conversation with Mark Bennett (Flickr)
A Conversation with Melanie Chartoff (Flickr)
A Study of W.E.B. DuBois (Flickr, flyers, poster)
Ace That Job Interview (Flickr, flyers, poster)
America Reads (Flickr, flyers, posters)
Arch For Kids: Dino Domains (Flickr, flyers, poster)
Arch For Kids: Haunted House (Flickr, flyers, poster)
Arch For Kids: Paper Bag Playhouse (Flickr, flyers, poster)
Art With Mark: Drawing (Flickr)
Art With Mark: Watercolor Painting (Flickr)
Bellydancing, September-December (Flickr)
Bilingual Story Time (bookmarks)
Borrowing Materials (bookmarks)
Cartooning with Mike Teator, August, September (Flickr)
Cartooning with Mike Teator, Halloween (Flickr)
Civil Service Jobs on the Web (bookmarks)
Connecting Tech & Health for Seniors (Flickr, flyers, poster)
Craftin' Around (Flickr, flyers, poster)
Cybersecurity (Flickr, flyers, poster)
Enhanced Fitness for Seniors (Flickr, flyers, poster)
Extended Summer Reading (Flickr, flyers, poster)
Family Films, September/October (Flickr, flyers, poster)
Family Fitness with Tarsha (Flickr, flyers, poster)
Father Goose Stories (Flickr, flyers)
Fax/Notary Services (bookmarks)
Father Goose Storytime (Flickr, flyers, EBB)
Feature Films, August, September, October (Flickr, flyers, poster)
Find Your Roots Genealogy Series (Flickr, flyers, poster)
Free Permit Practice Tests (bookmarks)
Free Summer Breakfast & Lunch, Riverfront (Flickr, flyers, poster)
Free Summer Lunch, Will (Flickr, flyers, posters)
Get Organized, August (Flickr)
Girls Who Code (Flickr, flyers, posters)
Grab & Go Craft - Mythical Creatures Fans (Flickr, flyers)
Grab & Go Craft - Dinosaur Craft (Flickr, flyers)
Grab & Go Craft - Scented Sugar Cubes (Flickr, flyers, poster)
Grab & Go Craft - No Bake Beach Treat (Flickr, flyers)
Grab & Go Craft - Halloween Luminaries (Flickr, flyers, posters)
Halloween Costume & Movie Party (Flickr, flyers, poster)
Health & Fitness Classes (Flickr, flyers, posters)
Here, There & Everywhere (Flickr, flyers, posters)
Hispanic Heritage Month Dance Celebration (Flickr, flyers, posters)
Hispanic Heritage Month: Fiesta Duo Concert (Flickr, flyers, poster)
Hispanic Heritage Month: Arts & Crafts (Flickr, flyers, poster)
Hispanic Heritage Month: Latin Dance Performance (Flickr, flyers, poster)
Hispanic Heritage Month: Cooking Class
(Flickr, flyers, posters, recipe booklets)
Hispanic Heritage Month (booklets)
History Lover's Book Club (Flickr)
I AM Because We Are: Ubuntu (Flickr, flyers, posters)
Job Expo Workshops (flyers)
Job Search Help (flyers)
Legorama Club, September, October (Flickr, flyers, posters)
Library Donations (bookmarks)
Movies at the Will Branch, August, September, October
(Flickr, flyers, posters)
Musical Storytime with Gigi (Flickr, flyers, poster)
Music with Zev, September, October (Flickr, flyers, poster)
MozArt (Flickr, flyers, posters)
National Pepperoni Pizza Day (Flickr, flyers, posters)
Online Book Club, October (Flickr)
The Old Croton Aqueduct (Flickr, flyers, posters)
Online STEM Camps (Flickr, flyers, posters)
Osteoporosis Prevention (Flickr, flyers, posters)
Otaku Anime Hotspot (flyers)
Paint & Juice (Flickr, flyers, poster)
Peer Tutoring (Flickr, flyers, posters)
Puppet Show (Flickr, flyers, posters)
Rainbow Reads LGBTQ+ Book club (Flickr, flyers, poster)
Read with Cooper (Flickr, flyers, poster)
Robert the Guitar, live in person (Flickr, flyers, poster)
Robert the Guitar, online (Flickr, flyers, poster)
Qi Gong for Beginners, August - January (flyers, posters, Flickr)
Quickbooks I & II (flyers, posters, Flickr)
Saturday STEM (Flickr, flyers, posters)
SAT & ACT Practice Tests (flyers, posters, Flickr)
Sign Language for Beginners (flyers, posters, Flickr)
SO Magic! (Flickr, flyers, poster)
Songs & Fun with Robert the Guitar Guy, August (Flickr)
Spanish Conversation Group (Flickr, flyers, poster)
STEM Class (flyers, posters, Flickr)
STEM Saturdays (Flickr, flyers, posters)
Storytime with Mr. Ralph (Flickr)
Storytime at Will (Flickr, flyers, poster)
Study Hall at Tech Central (Flickr, flyers, poster)
Teacher Opportunities (flyers)
Tech Drop-In (Flickr, flyers, posters)
Teen Gaming is Back! (Flickr, flyers, posters)
Teen Zine Program (Flickr, flyers, posters)
Teenspire for Middle School Students (Flickr, flyers, poster)
Teenspire: Tie-Dyes Masks (Flickr, flyers)
Tokyo Olympics (Flickr)
Voguing 101 (Flickr, flyers, posters)
Volunteens (Flickr, flyers, poster)
What It's Like to Be a Bird (flyers)
Yonkers on the Move Walks (Flickr, cards)
Zumba for Kids (Flickr, flyers, poster)
Zumba Online Fitness (Flickr, flyers, poster)

Mario Pereira, Graphic Artist



BOOK STOCK

RIVERFRONT LIBRARY	2021	2020
Number of volumes at end of previous month	147,939	
Number of volumes added this month	1,006	
TOTAL	148,945	
Number of volumes lost/withdrawn this month	433	
TOTAL VOLUMES RIVERFRONT LIBRARY	148,512	146,263

GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	149,297	
Number of volumes added this month	944	
TOTAL	150,241	
Number of volumes lost/withdrawn this month	483	
TOTAL VOLUMES GRINTON I. WILL BRANCH	149,758	147,229

CRESTWOOD BRANCH		
Number of volumes at end of previous month	30,622	
Number of volumes added this month	210	
TOTAL	30,832	
Number of volumes lost/withdrawn this month	264	
TOTAL CRESTWOOD BRANCH	30,568	28,178

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	328,838	321,670
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