

# **BOARD OF TRUSTEES**

## **MONTHLY MEETING**

**Thursday, February 17, 2022**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/84461324798>**

**Meeting ID:**

**844 6132 4798**

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**YONKERS PUBLIC LIBRARY  
AGENDA FOR BOARD MEETING  
FEBURARY 17, 2022**

**MINUTES**

[ACTION ITEM] Approve Minutes of Meeting on January 13, 2022.

**MANAGEMENT REPORT**

**UNION REPRESENTATIVE'S REPORT**

**WLS REPORT**

**PERSONNEL REPORT**

**[ACTION ITEM]**

Ratify the following appointments:

Bannister, Roseanne, Permanent Clerk IV, \$62,824.00/yr, eff. 1/21/2022

Grady, Khanliah, Permanent Principal Library Clerk, \$53,206.00/yr, eff. 1/21/2022

Pinto, Victoria, P/T Page, \$15.00/hr, eff. 1/21/2022

Sibaweihi, Hofsatu, P/T Page, \$15.00/hr, eff. 1/28/2022

Acknowledge the following terminations:

McManus, Carmela, P/T Page, \$15.00/hr, eff. 1/22/2022

**COMMITTEE REPORTS**

**Finance, Budget & Planning**- Maron, Jannetti, Sabatino

**Employee Relations** – Maron, Puglia, Duggan

**Buildings & Grounds** – Maron, Giuffrida

**Policy** – Maron, Puglia, Sabatino, Ilarraza

**Fundraising & Development** – Maron, Jannetti

Foundation Update

**RATIFY PAYMENT OF BILLS**



**[ACTION ITEM]** Schedule #836

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**EXECUTIVE SESSION**

**NEXT MEETING DATE**

Thursday, March 17, 2022



YONKERS PUBLIC LIBRARY  
BOARD MEETING  
ELECTRONIC MEETING  
JANUARY 13, 2022

**ATTENDANCE**

TRUSTEES:	Nancy Maron Josephine Ilarraza Stephen Jannetti Joseph Puglia Hon. Michael Sabatino Patricia Duggan
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Carlos Figueroa, Suzanne Johnson, Vanessa Tapia, Silvia Merlo Rosales, Elizabeth Caruso, Mary Robison, Rose Avilés, Eileen Fusco, Emily Power

The Board Meeting was held electronically via ZOOM ®, Conference ID# 863 2878 5398

The Board Meeting began at 7:02 pm, with Director Montero presiding until the Election of Officers for 2022.

**ELECTION OF OFFICERS FOR YEAR 2022**

Trustee Sabatino of the Nominating Subcommittee presented the following slate of officers for nomination: for President, Nancy Maron; for Vice President, Josephine Ilarraza; for Treasurer, Stephen Janetti. With no other nominations or objections from the floor, the nominees were elected by acclamation.

Following the election of officers, Board President Maron welcomed Patricia Duggan, who was recently appointed by the Yonkers Board of Education to complete John Saraceno's resigned term, which expires at the end of the year. Trustee Duggan introduced herself as a retired teacher in the Mount Vernon school district and lifelong resident of Yonkers whose



children are presently enrolled in Yonkers Public Schools. The other trustees and library staff introduced themselves to her as well. Director Montero also introduced new employee Vanessa Tapia as well, who will serve as a clerk at Will Library.

## **MINUTES**

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of December 16, 2021.

## **MANAGEMENT REPORT**

Director Montero reported that since the last meeting, nine employees had tested positive for COVID-19. Due to the alarming rise of cases at YPL and required quarantines among some other staff, Director Montero announced that YPL adjusted its operating hours and service model on January 3 to allow for more staff to work from home and reduce overcrowding in workrooms and service points. Staff working from home are expected to order and curate collections, attend professional development and host virtual programs and services but are also available to be called in if necessary. He was hopeful full service could be restored as soon as January 31.

Director Montero reported on several shifting projects in all three buildings. He believed shifting collections would make them more intuitive and easy to browse and find books and also create more space to prominently display curated collections. Some of the shifted collections include the Fine Arts and Young Adult areas at Grinton I. Will Library and DVDs and world language material in the Children's Department of Riverfront Library. Several collections at Crestwood Library were also reorganized while the building was closed for repair following Hurricane Ida.

Director Montero announced that YPL had recently applied for funding through the Community Development Block Grant (CDBG). The CDBG is federally funded and administered by the City of Yonkers Planning Department for organizations located in lower socio-economic communities. If awarded, YPL would use the funds to renovate and reimagine the Small People's Place at Riverfront into "The Cove". The Cove would be a children's playspace outfitted with new toys and equipment that would host early education STEM programs and programs for families with children of special needs. He was hopeful it would make Riverfront an attractive destination for class visits, daycare centers and children's parties.

Director Montero announced that the Foundation for Yonkers Public Library (FYPL) just concluded a successful annual appeal. He reported that FYPL raised over \$17,000 to support Yonkers Public Library, which was more than was raised the previous year. In the past FYPL funds have been used to support special programs and projects, such as homework help, Make Music Day and refreshing the Senator Flynn Room at Will Library. He expected new funds would be used to support similar projects in the future, such as The Cove at Riverfront.



Director Montero also announced that YPL had received \$30,000 in funding assistance from the Westchester County of Board of Legislators. These funds would be used to support sustainability projects and programs, such as the pollinator garden at Will Library, a seed lending program and other programs to raise environmental awareness.

Director Montero asked Technical Support Manager Carlos Figueroa to update the Board on E-Rate funding. E-Rate is a federally funded program administered by the Federal Communications Commission (FCC) to help make broadband services more available to schools and libraries. Previously, funding was applied for through WLS but this is the first year YPL has filed independently and Mr. Figueroa expects more funding to be available due to Yonkers' national school lunch enrollment rates. Up to 90% of hardware costs and 85% of service costs are eligible for reimbursement and approximately \$500,000 will be available over five years to replace network hardware and increase broadband speeds tenfold. He expects much of the equipment and services to be available by May.

Assistant Library Director Porteus reported on the success of the winter reading warm-up challenge. She characterized the program as similar to summer reading for the winter months. The program is available to all age groups, including staff, and participants receive a free book and every book read enters them in a raffle for gift cards. Nearly 100 participants have enrolled and she expects that to grow throughout the winter.

Trustee Puglia congratulated management on the new funds and was looking forward to the new projects and services it would make possible.

Board President Maron led a brief discussion on the reports and statistics presented in the monthly packet. She noted that many trends appeared to illustrate patron engagement is beginning to slowly rebound. Director Montero acknowledged that although the recent omicron variant of COVID-19 has currently reduced engagement, he expects that to improve very soon and speculated seasonal trends may have a more significant effect going forward. Assistant Director Porteus also noted that prior to the omicron variant juvenile programming in particular was significantly improving and the presence of families for programs could enhance engagement elsewhere. Board President Maron also commented on the grant report in the packet and asked that it be included monthly and that Foundation donations be added as well.

## **UNION REPRESENTATIVE'S REPORT**

Union Representative Neider did not have a formal report, but advised the Board that future formal reports would be in writing after they consult with other labor unions. He also added that he was recently elected to the SEIU Local 704 Board of Trustees and would be its first library representative there.

## **WLS REPORT**

Trustee Puglia discussed the tools the WLS Board of Trustees is using to evaluate the executive director. Trustee Puglia was displeased with the level of criticism the director has



received without any specific criteria or baseline but noted the Board is presently refining their evaluation and he hoped this may lead to a fairer process. He also reported that they are inviting trustees of member libraries to these meetings as well, noting that he is the only trustee on their board who serves this dual role and invited all YPL trustees to attend WLS Board meetings.

## **PERSONNEL REPORT**

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

Zegers, Carina, P/T Page, \$15.00/hr, eff. 12/24/2021  
Turner, Renieka, P/T Page, \$15.00/hr, eff. 12/24/2021  
Thaler, Susan, P/T Librarian II, \$25.35/hr, eff. 12/31/2021  
Tapia, Vanessa, Permanent Clerk I Spanish-Speaking, \$41,768.00/yr, eff. 1/7/2022

Acknowledged the following terminations:

Mintah, Laurence, P/T Page, \$14.00/hr, eff. 12/15/2021  
Simnica, Sevidi, P/T Page, \$14.00/hr, eff. 12/30/2021

## **COMMITTEE REPORTS**

Board President Maron explained the purpose and role of each of the standing committees and, after seeking trustees' interests, made the following appointments. The Board President also serves *ex-officio* on all standing committees.

**Finance, Budget & Planning** – Stephen Jannetti, Michael Sabatino

**Employee Relations** – Joseph Puglia, Patricia Duggan

**Buildings & Grounds** – Stephan Giuffrida

**Policy** – Joseph Puglia, Michael Sabatino, Josephine Ilarraza

**Fundraising & Development** – Stephen Jannetti

Foundation update: Trustee Maron echoed Director Montero's report that the Foundation just concluded a successful letter-writing and online annual appeal that raised over \$17,000 in support of YPL. She also briefly discussed some of the Foundation's goals for 2022, including the annual gala in May

## **PAYMENT OF BILLS**

On motion of Trustee Sabatino, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #835.





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

### **UNFINISHED BUSINESS**

Director Montero updated the Board on the progress of YPL's Five Year Strategic Plan. He expects the process to be a long one with involvement of focus groups and meetings with trustees, staff, elected officials and other community stakeholders. Several of these meetings will occur over the coming weeks while staff work from home. The process will allow YPL to better understand the needs of the community and is an opportunity for YPL to communicate its vision of the future to the community. This plan will also better inform YPL's marketing and branding decisions in the future.

### **NEW BUSINESS**

NONE

### **EXECUTIVE SESSION**

NONE

**NEXT BOARD MEETING DATE** – Thursday, February 17, 2022

On motion of Trustee Jannetti, the Meeting adjourned at 8:09 pm.

Jesse Montero  
Library Director & Secretary



## Yonkers Public Library Bill List January 2022

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
<b>CAPITAL FUNDS</b>				
DEMCO, INC.		CHILDREN READING CARPETS	1/31/2022	2,008.74
GOVCONNECTION, INC.		MICRO SCANNER	1/31/2022	2,421.87
<b>TOTAL</b>				<b>4,430.61</b>
<b>CONTRIBUTIONS FUNDS</b>				
AMAZON.COM		CON EDISON GRANT-SUPPLIES	1/26/2022	9.40
GOVCONNECTION, INC.		TONER	1/24/2022	658.49
PUBLIC LIBRARY DIRECTORS ASSOCI		ANNUAL DUES AND SUNSHINE FUND 2	1/26/2022	40.00
<b>TOTAL</b>				<b>707.89</b>



**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
January 2022

Date	Num	Memo	Amount
<b>Abbey Ice</b>			
01/31/2022	60104	spring water	40.00
<b>Total Abbey Ice</b>			<b>40.00</b>
<b>ABM Systems</b>			
01/31/2022	000020226	controllers	436.50
<b>Total ABM Systems</b>			<b>436.50</b>
<b>ABS Sales Company</b>			
01/31/2022	74186	doors	1,616.00
<b>Total ABS Sales Company</b>			<b>1,616.00</b>
<b>Amazon.com</b>			
01/27/2022	574986679974	purell sanitizer refills (covid-19)	238.44
01/27/2022	634893759846	disposable masks (covid-19)	239.98
01/27/2022	747739676736	purell sanitizer refills (covid-...	147.94
01/28/2022	795948798495	air filters (covid-19)	2,396.88
01/28/2022	836548944934	disposable masks (covid-19)	119.99
01/31/2022	436575775946	program supplies	15.09
01/31/2022	456386668796	air filters	105.72
01/31/2022	565353463477	laminating pouches	44.97
01/31/2022	853396365346	av materials	18.98
01/31/2022	873894987844	av materials	32.87
01/31/2022	446659364776	art gallery supplies	24.99
01/31/2022	444896583339	av materials	28.01
01/31/2022	458669943555	av materials	30.98
01/31/2022	534937976334	av materials	27.46
01/31/2022	549999649764	av materials	101.95
01/31/2022	634947484884	av materials	18.91
01/31/2022	639539965644	av materials	30.30
01/31/2022	777364353577	av materials	24.03
01/31/2022	864398755978	av materials	20.99
01/31/2022	875548688366	av materials	27.99
01/31/2022	444583754463	av materials	70.20
01/31/2022	447936698875	sterilite gasket storage box	360.00
01/31/2022	453496455376	av materials	43.98
01/31/2022	458839666935	Iris storage bin 36qt.	200.80
01/31/2022	468993958965	cover caps for cabinets	17.06
01/31/2022	476937536974	sterilite storage box 120qt.	50.55
01/31/2022	539876435578	walkie talkies	114.98
01/31/2022	599736644993	av materials	16.99
01/31/2022	755377684449	cable wire protector	116.30
01/31/2022	898837753954	av materials	28.86
01/31/2022	973579943998	credit memo refund	-200.80
<b>Total Amazon.com</b>			<b>4,515.39</b>
<b>American Paper Supply Co.</b>			
01/31/2022	J1289909	water coupling	303.96
01/31/2022	J1289519	backpack spray handle	824.20
<b>Total American Paper Supply Co.</b>			<b>1,128.16</b>
<b>Amoils, Roseanne</b>			
01/11/2022	94RA	job coach (zoom)	1,020.00
<b>Total Amoils, Roseanne</b>			<b>1,020.00</b>
<b>Aramark</b>			
01/11/2022	24127075	lab coats	105.89
01/28/2022	24130404	lab coats	65.93
<b>Total Aramark</b>			<b>171.82</b>
<b>Avila, Teresa</b>			
01/31/2022	VR12	esl conversation class (zoom)	100.00
01/31/2022	VR13	esl conversation class (zoom)	200.00

**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
 January 2022

Date	Num	Memo	Amount
<b>Total Avila, Teresa</b>			<b>300.00</b>
<b>Blue Shield Security &amp; Protection Inc.</b>			
01/11/2022	002	unarmed security guards 12/1...	11,134.50
<b>Total Blue Shield Security &amp; Protection Inc.</b>			<b>11,134.50</b>
<b>Cablevision Lightpath</b>			
01/27/2022	100697629	internet 12/1-12/31/21	5,233.55
01/27/2022	100697641	phones 12/1-12/31/21	3,558.19
<b>Total Cablevision Lightpath</b>			<b>8,791.74</b>
<b>Cablevision Optimum</b>			
01/27/2022	07803550279FEB22	internet & phones 1/23-2/22/22	141.07
01/28/2022	07803065546JAN22	cable box 1/8-2/7/22	8.40
01/28/2022	07803544469JAN22	cable boxes 1/1-1/31/22	16.80
<b>Total Cablevision Optimum</b>			<b>166.27</b>
<b>Clifton, Michelle</b>			
01/11/2022	MC1229	sound meditation (zoom)	100.00
01/31/2022	MC01124	sound meditation (zoom)	100.00
<b>Total Clifton, Michelle</b>			<b>200.00</b>
<b>Con Edison (Consolidated Edison)</b>			
01/27/2022	5909214217JAN22	gas 12/1-12/30/21	154.04
<b>Total Con Edison (Consolidated Edison)</b>			<b>154.04</b>
<b>Crown Janitorial</b>			
01/11/2022	491207-1	janitorial supplies	2,169.23
01/28/2022	491908-1	janitorial supplies	1,164.15
01/31/2022	491908-2	janitorial supplies	346.98
<b>Total Crown Janitorial</b>			<b>3,680.36</b>
<b>Demco</b>			
01/31/2022	7068404	media pouch w/zipper	126.88
<b>Total Demco</b>			<b>126.88</b>
<b>Ebsco</b>			
01/28/2022	1000174035-1	Learning Express Library 1/1-...	5,250.00
<b>Total Ebsco</b>			<b>5,250.00</b>
<b>Fecher, Louise</b>			
01/11/2022	123121	yoga & melt classes (zoom)	225.00
<b>Total Fecher, Louise</b>			<b>225.00</b>
<b>Fredi B. Design</b>			
01/28/2022	11222FB	web maintenance Oct-Dec 2021	390.00
<b>Total Fredi B. Design</b>			<b>390.00</b>
<b>Gambhir, Satish</b>			
01/31/2022	211004CREST	Mindful Monday yoga	75.00
01/31/2022	211006CREST	Reading Discussion Group (z...	75.00
01/31/2022	210901CREST	Reading Discussion Group (z...	75.00
<b>Total Gambhir, Satish</b>			<b>225.00</b>
<b>Gibbons Family Fitness</b>			
01/31/2022	111	fitness & nutrition classes (zo...	560.00
<b>Total Gibbons Family Fitness</b>			<b>560.00</b>
<b>Grainger</b>			
01/31/2022	9186339330	pneumatic transducer	2,126.60



# YONKERS PUBLIC LIBRARY Bill List- Operating Account

Accrual Basis

January 2022

Date	Num	Memo	Amount
<b>Total Grainger</b>			<b>2,126.60</b>
<b>Home Depot Credit Service</b>			
01/11/2022	1032136	maintenance supplies	246.80
01/11/2022	4013423	porter cable	99.00
01/11/2022	4904120	4-shelf i-beam welded	309.00
01/11/2022	5904081	4-shelf i-beam welded	309.00
01/11/2022	5904085	credit	-309.00
01/11/2022	5904089	4-shelf i-beam welded	309.00
01/11/2022	5904137	credit	-309.00
<b>Total Home Depot Credit Service</b>			<b>654.80</b>
<b>Intrepid Control Services</b>			
01/28/2022	17177	furnish 36 barb air line filters	735.00
<b>Total Intrepid Control Services</b>			<b>735.00</b>
<b>Jenny Kenny Art</b>			
01/11/2022	JKA21	paint & holiday edition progra...	675.00
<b>Total Jenny Kenny Art</b>			<b>675.00</b>
<b>Journal News, The</b>			
01/28/2022	CREST1122	subscription 1/1-12/31/22	114.96
01/28/2022	CREST1122	subscription 1/1-12/31/22	825.90
<b>Total Journal News, The</b>			<b>940.86</b>
<b>Keane &amp; Beane</b>			
01/28/2022	75718	professional services 12/1-12/...	588.00
01/28/2022	75719	professional services 12/1-12/...	504.00
<b>Total Keane &amp; Beane</b>			<b>1,092.00</b>
<b>Lang, John</b>			
01/28/2022	1-10-22	ukulele class 12/13-12/27/21-...	650.00
<b>Total Lang, John</b>			<b>650.00</b>
<b>Ledesma, Solyaris</b>			
01/11/2022	1-4-22	zumba class (zoom)	75.00
01/28/2022	1-18-22	zumba class 1/18/22 (zoom)	75.00
01/31/2022	1-25-22SL	zumba class (zoom)	75.00
<b>Total Ledesma, Solyaris</b>			<b>225.00</b>
<b>Metro Group, Inc.</b>			
01/11/2022	PI 789897	cooling tower service 1/1-1/31...	836.50
<b>Total Metro Group, Inc.</b>			<b>836.50</b>
<b>Montoya, Charles</b>			
01/11/2022	123121	fitness class 11/20; 12/1/21	100.00
<b>Total Montoya, Charles</b>			<b>100.00</b>
<b>Overdrive</b>			
01/11/2022	01322CO21507328	materials	298.00
01/11/2022	01322CO21509069	materials	547.01
01/11/2022	01322DA21506192	materials	27.50
01/11/2022	01322DA21506193	materials	22.99
01/28/2022	01322CO22003616	materials	1,180.80
01/28/2022	01322CO22003800	materials	1,161.53
01/28/2022	01322CO22003880	materials	423.82
01/28/2022	01322CO22004388	materials	1,533.99
01/28/2022	01322CO22004874	materials	55.00
01/28/2022	01322CO22004894	materials	83.49
01/28/2022	01322CO22004896	materials	1,544.38
01/28/2022	01322DA22000846	materials	23.94
01/28/2022	01322CO22010551	materials	655.72
01/28/2022	01322CO22012715	materials	471.87



**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
 January 2022

Date	Num	Memo	Amount
01/28/2022	01322CO22014117	materials	952.92
<b>Total Overdrive</b>			<b>8,982.96</b>
<b>Pereira, Teresa</b>			
01/31/2022	121621TP	Winter landscape painting wo...	200.00
<b>Total Pereira, Teresa</b>			<b>200.00</b>
<b>Preferred Business</b>			
01/31/2022	106229	jp book labels	1,308.73
<b>Total Preferred Business</b>			<b>1,308.73</b>
<b>Project Me LLC</b>			
01/11/2022	PM1227	Mindful Monday yoga (zoom)	300.00
01/11/2022	PM1231	Positive Psychology (zoom)	375.00
<b>Total Project Me LLC</b>			<b>675.00</b>
<b>Reilly, Shannon</b>			
01/11/2022	120221	yoga (zoom)	75.00
<b>Total Reilly, Shannon</b>			<b>75.00</b>
<b>Rong, Jian-Yang</b>			
01/28/2022	1-10-22	Qi gong class 1/3, 1/10/22 (zo...	150.00
<b>Total Rong, Jian-Yang</b>			<b>150.00</b>
<b>Safeguard Lock &amp; Key</b>			
01/28/2022	11258	maintenance supplies	12.00
<b>Total Safeguard Lock &amp; Key</b>			<b>12.00</b>
<b>Scaringella Auto Repair</b>			
01/11/2022	1-5-22	tire repairs Jeep Liberty 2006	152.99
<b>Total Scaringella Auto Repair</b>			<b>152.99</b>
<b>Schalls Hardware Store, INC.</b>			
01/28/2022	569	maintenance supplies DEC	107.04
<b>Total Schalls Hardware Store, INC.</b>			<b>107.04</b>
<b>Sprague Operating Resources</b>			
01/28/2022	00011108026	bioheat oil Will library	10,863.30
01/31/2022	00011141551	bioheat oil Crestwood 1/19/22	1,341.65
<b>Total Sprague Operating Resources</b>			<b>12,204.95</b>
<b>Stanley Convergent Security</b>			
01/31/2022	6002090959	maintenance & monitoring	544.12
<b>Total Stanley Convergent Security</b>			<b>544.12</b>
<b>Synergistic Fitness Solutions LLC</b>			
01/11/2022	107	Senior stretch class (zoom)	200.00
<b>Total Synergistic Fitness Solutions LLC</b>			<b>200.00</b>
<b>T &amp; L Home Improvements</b>			
01/11/2022	5834789	paint & repair walls Crestwood	4,200.00
<b>Total T &amp; L Home Improvements</b>			<b>4,200.00</b>
<b>Verizon</b>			
01/27/2022	9143372191FEB22	phones 1/16-2/15/22	149.78
01/27/2022	9143373015FEB22	phones 1/16-2/15/22	50.75
01/27/2022	9147931065FEB22	phones 1/16-2/15/22	37.49
01/28/2022	9144109274JAN22	phones 1/1-1/31/22	44.91
<b>Total Verizon</b>			<b>282.93</b>



# YONKERS PUBLIC LIBRARY Bill List- Operating Account

Accrual Basis

January 2022

Date	Num	Memo	Amount
<b>Verizon Wireless</b>			
01/27/2022	9897004477	cell phones 12/11-1/10/22	329.59
01/27/2022	9897004478	cell phones 12/11-1/10/22	49.15
01/28/2022	9895761598	cell phones 11/24-12/23/21	316.22
<b>Total Verizon Wireless</b>			694.96
<b>WB Mason</b>			
01/28/2022	226197917	water bottles	30.90
01/28/2022	226240094	easels	46.96
01/28/2022	226308868	construction paper	2.82
01/28/2022	226484627	office supplies	170.77
01/28/2022	226519931	tape dispenser	5.48
01/28/2022	226642681	glue sticks	14.78
<b>Total WB Mason</b>			271.71
<b>Westchester Library System</b>			
01/11/2022	220101-35	device support & maintenanc...	123,802.12
01/11/2022	220101-75	electronic resource purchase...	30,458.40
<b>Total Westchester Library System</b>			154,260.52
<b>Zev Haber Music by Zev</b>			
01/31/2022	11422	music performance (zoom) 1/...	275.00
<b>Total Zev Haber Music by Zev</b>			275.00
<b>TOTAL</b>			232,765.33



YPL Operating Budget 2022

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month (January)	YTD	Balance	% used
101	Salaries	6,542,676	6,542,676	2,988,034	486,607	3,474,641	3,068,035	53.11%
103	Temp Services	605,644	605,644	194,405	25,522	219,927	385,717	36.31%
150	Termination Payments	35,000	35,000	25,399	25,707	51,106	-16,106	146.02%
198	Overtime	413,701	413,701	63,701	20,179	83,880	329,821	20.28%
	Personal Services Total:	7,597,021	7,597,021	3,271,539	558,015	3,829,554	3,767,467	50.41%
280	Reference Materials	183,000	183,000	56,666	523	57,189	125,812	31.25%
281	Books	450,000	450,000	172,182	9,546	181,728	268,272	40.38%
	Materials Total	633,000	633,000	228,848	10,068	238,916	394,084	37.74%
301	Office Supplies	97610	97,610	38087	3,096	41,183	56,427	42.19%
306	Janitorial Supplies	35850	35,850	21855	7867	29,722	6,128	82.91%
308	Wearing Apparel	2,971	2,971	466	172	638	2,333	21.47%
309	Fuel For Heating	76,500	76,500	11,779	12,205	23,984	52,516	31.35%
312	Hardware	7,975	7,975	2,516	556	3,072	4,903	38.51%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0.00%
314	Electrical Supplies	300	300	208	0	208	92	69.33%
327	Nursery Supplies	300	300	0	0	0	300	0.00%
361	Gas	2,000	2,000	917	154	1,071	929	53.55%
	Material and Supplies Total	224,506	224,506	75,828	24,050	99,878	124,628	44.49%
401	Insurance	105,865	105,865	67,533	0	67,533	38,332	63.79%
402	Telephones	63,900	63,900	25,890	4,702	30,592	33,308	47.88%
403	Printing	13,310	13,310	877	0	877	12,433	6.59%
404	Lights and Power	169,500	169,500	35,854	6,829	42,683	126,817	25.18%
405	Postage	3,350	3,350	55	0	55	3,295	1.64%
406	Freight and Express	500	500	314	0	314	186	62.80%
407	Equipment Maint. And Repair	45,700	45,700	30,898	544	31,442	14,258	68.80%
408	Rental of Equipment	11,706	11,706	1,874	0	1,874	9,832	16.01%
409	Building Maint. And Repair	78,000	78,000	9,781	5,314	15,095	62,905	19.35%
410	Milage Allowance	685	685	7	0	7	678	1.02%
413	Professional Fees	245,722	245,722	66,277	13,527	79,804	165,919	32.48%
415	Outside Labor & Related Charges	45,500	45,500	21,470	4,200	25,670	19,830	56.42%
419	Misc. Expenses	34,750	85,294	17,082	-1	17,081	68,213	20.03%
421	Rent Riverfront	750,000	750,000	0	0	0	750,000	0.00%
422	Janitorial Service	2,900	2,900	1,000	0	1,000	1,900	34.48%
424	Maint. Of Office Equipment	3,200	3,200	616	0	616	2,584	19.25%
425	Subscriptions and Publicationns	121,183	121,183	81,214	6,191	87,405	33,778	72.13%
430	IT Hardware Maint.	50,000	50,000	49,948	0	49,948	52	99.90%
431	IT Software Licensing and Maint.	495,090	495,090	225,227	159,634	384,861	110,229	77.74%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	113	0	113	2,037	5.26%
446	Automobile Repair	6,000	6,000	3,648	153	3,801	2,199	63.35%
481	Binding of Books	700	700	0	0	0	700	0.00%
496	Special Projects	25,000	25,000	15,876	4,870	20,746	4,254	82.98%
	Contractual Services Total	2,274,711	2,325,255	655,554	205,963	861,517	1,463,738	37.05%
	Total Operating Budget	10,729,238	10,779,782	4,231,769	798,096	5,029,865	5,749,917	46.66%





**Yonkers Public Library (YPL) Board of Trustees Meeting  
Management Report  
February 17, 2022**

**COVID-19 Updates:** As of the time of this report's writing (February 14, 2022) there have been no confirmed cases of COVID-19 among library workers since the last board meeting on January 13.

On Monday, January 31, YPL ended its brief period of hybrid service to restore normal library hours and operations. It also reactivated limited, in-branch programming.

Despite Governor Hochul's end of the indoor mask mandate, Yonkers Public Library (YPL) still requires all staff and patrons to wear masks in public areas during normal open hours of services. This is consistent with policy for schools, public transportation, and other public spaces. YPL is monitoring case levels to determine when and if to end its mask requirements. If Yonkers Public Schools decide to end their mask policies, YPL will likely follow suit.

**Black History Month:** YPL is pleased to celebrate the history and culture of African Americans through public programs and curated collections. YPL staff have planned over two dozen events this month. Highlights include:

- "Redlining and its Lasting Impact on Black Communities" a panel discussion with YPL curator Haifa Bint-Kadi, Bruce Haynes (author of "Red Lines, Black Spaces"), Mellon Foundation Humanities Fellow Dr.. Kishauna Soljour, and local artist Shanequa Benitez, to be held on February 24.
- African dance workshops and performances from Marion Archer of ArtsWestchester, occurring at the Will and Riverfront libraries, as well as over Zoom.
- An interactive and educational drum circle event at Will Library

**Will Library Collection Relocations:** Will Library staff continued shifting collections over the last month in an effort to make them more attractive, intuitive and discoverable. The Will Library custodial and circulation teams collaborated on switching the shelving locations for the Fine Arts collection with the Young Adult collection. This move created new opportunities for each collection. The Fine Arts collection was relocated closer to the main adult book collection, making it easier to discover. It has already resulted in more browsing from patrons, some of whom were never exposed to the collection. By moving the Young Adult collection farther from the main collection, and co-locating it with a teen space, the library made it easier for teens to find and read books in a hangout/study space where they can be louder and more social with each other.

**Marketing Updates:** Phase I of YPL's initial rebranding was completed in the beginning of February 2022. This phase included transitioning the old print and digital collateral to the new, dynamic redesign, which focuses on high quality graphics to market our programs and services; a new color palette coded by age categories; and the use of QR codes so patron's can sign-up for a program by scanning their smartphone. Small changes were also made to the website to get it aligned with the new branding identity; however, a full website redesign won't occur until Phase III slated for FY23. YPL currently is in the beginning stages of Phase II.



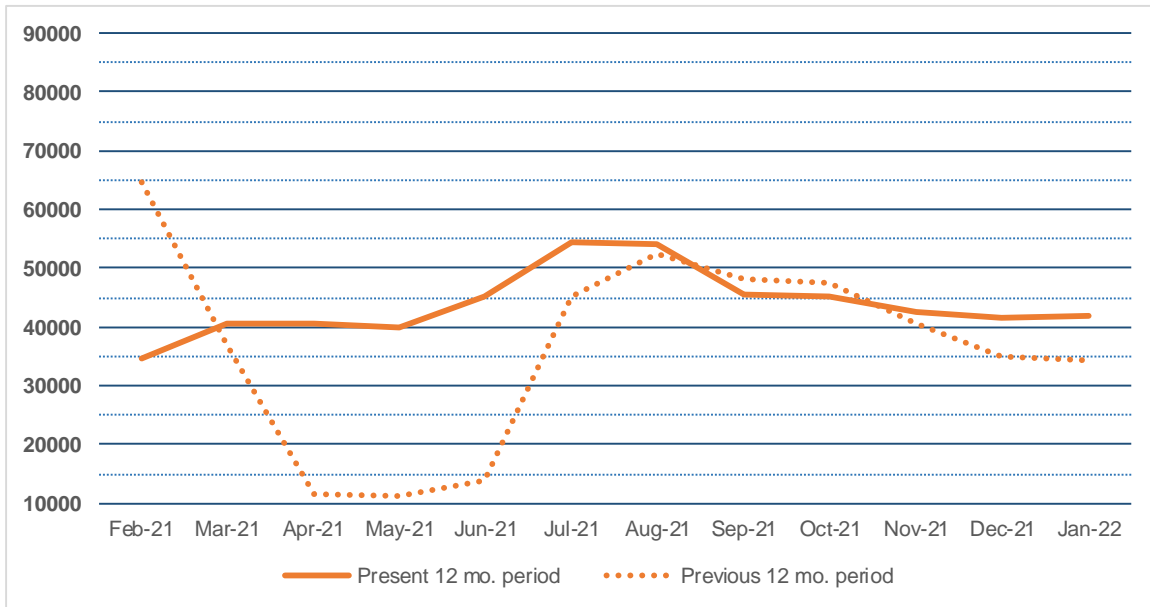
During this phase, YPL will conduct a sign inventory and evaluate language, placement, accessibility and relevance of library signage at all three locations. We will also redesign existing signs to include the new style elements. The goal is to have all new signage (wayfinding, informational and regulatory) completed at the Will Library by April 2022 with Crestwood and Riverfront Library being finished by June 2022.

**YPL Librarian Alan Houston Honored:** YPL is pleased that its own Alan Houston, reference librarian at the Will Library, was honored with the first ever Bonnie Katz Award by the Westchester Library Association at its annual online conference. Mr. Houston received two separate nominations for his exemplary service. Among other things, Mr. Houston has: organized and arranged vaccine clinics at the Will Library through the New York State Department of Health; planned Neighborhood Naturally Occurring Retirement Community programs, including TIPS (Telehealth Intervention Programs for Seniors); facilitated the VisionLabs low vision assistive technologies service through Westchester Library System; and presented Senior Law Day programs. To quote his supervisor, Ruth Rosner: "I can not express adequately the depth of his commitment to the public, his natural kindness, accessibility and delightful personality. It is for all these reasons I wholeheartedly nominate Alan Houston for the Bonnie Katz Award. There could not be a more deserving nominee."



# CIRCULATION SUMMARY

## YONKERS PUBLIC LIBRARY



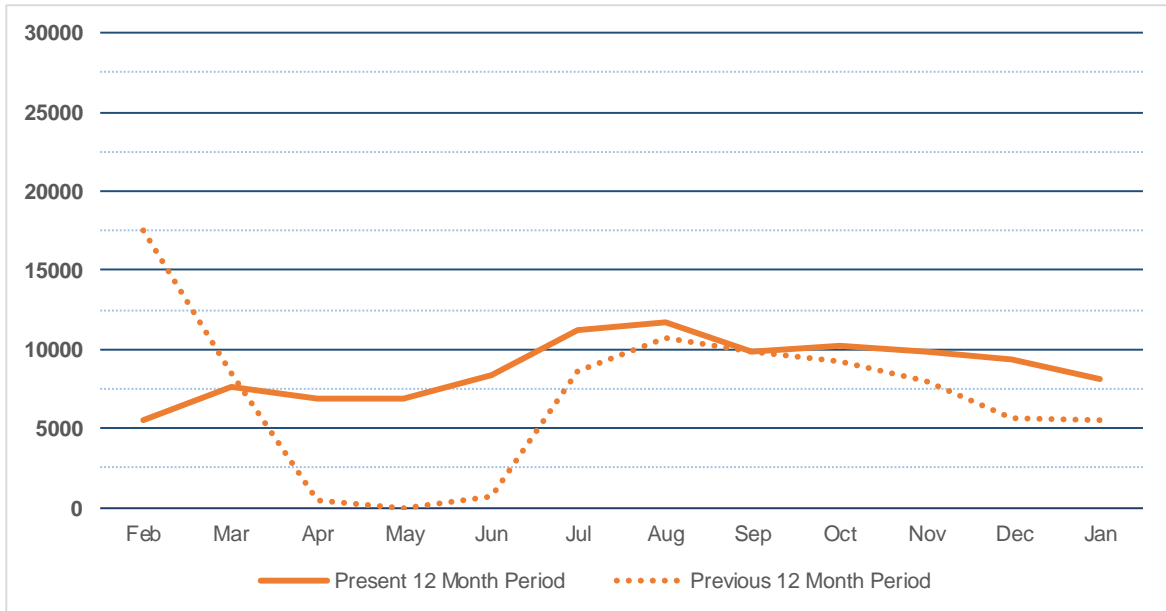
	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22
Present 12 mo. period	34779	40599	40559	39763	45105	54294	53983	45508	45194	42642	41641	41894
Previous 12 mo. period	64816	37052	11424	11111	13859	45281	52569	48249	47643	40546	35009	34405
	-46.3%	9.6%	255.0%	257.9%	225.5%	19.9%	2.7%	-5.7%	-5.1%	5.2%	18.9%	21.8%

	Jan-21	Jan-22		
_audiobook	531	500	-31	-5.8%
_biography	397	491	94	23.7%
_express	172	426	254	147.7%
_fiction	4208	4404	196	4.7%
_foreign_language	144	178	34	23.6%
_juv_audiobook	60	72	12	20.0%
_juv_fiction	5408	8628	3220	59.5%
_juv_foreign	78	141	63	80.8%
_juv_movie	624	922	298	47.8%
_juv_nonfiction	988	1442	454	46.0%
_magazine	89	127	38	42.7%
_movie	4505	6083	1578	35.0%
_music	1667	1563	-104	-6.2%
_new_book	1806	2442	636	35.2%
_nonfiction	3127	3614	487	15.6%
_ya_av	89	141	52	58.4%
_ya_fiction	1045	1398	353	33.8%
_ya_nonfiction	165	178	13	7.9%
Electronic Content Use	8934	8642	-292	-3.3%

Circulation Profile:	Jan-21	Jan-22	
_audiobook	1.5%	1.2%	-0.3%
_biography	1.2%	1.2%	0.0%
_express	0.5%	1.0%	0.5%
_fiction	12.2%	10.5%	-1.7%
_foreign_language	0.4%	0.4%	0.0%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	15.7%	20.6%	4.9%
_juv_foreign	0.2%	0.3%	0.1%
_juv_movie	1.8%	2.2%	0.4%
_juv_nonfiction	2.9%	3.4%	0.6%
_magazine	0.3%	0.3%	0.0%
_movie	13.1%	14.5%	1.4%
_music	4.8%	3.7%	-1.1%
_new_book	5.2%	5.8%	0.6%
_nonfiction	9.1%	8.6%	-0.5%
_ya_av	0.3%	0.3%	0.1%
_ya_fiction	3.0%	3.3%	0.3%
_ya_nonfiction	0.5%	0.4%	-0.1%
_Electronic Content Use	25.97%	20.63%	-5.3%

# CIRCULATION SUMMARY

## RIVERFRONT LIBRARY



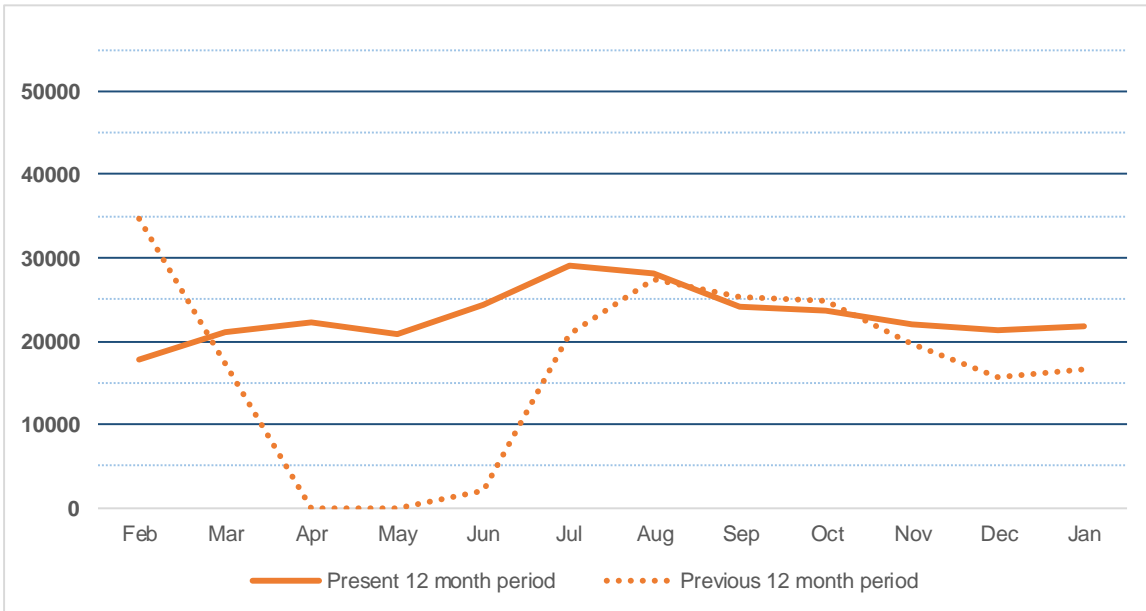
	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 Month Period	5533	7584	6928	6918	8405	11229	11756	9812	10201	9799	9399	8169
Previous 12 Month Period	17557	8554	491	9	650	8644	10739	9807	9186	7995	5654	5579
	-68.5%	-11.3%				29.9%	9.5%	0.1%	11.0%	22.6%	66.2%	46.4%

	Jan-21	Jan-22		
_audiobook	76	85	9	11.8%
_biography	95	120	25	26.3%
_express	87	214	127	146.0%
_fiction	933	923	-10	-1.1%
_foreign_language	73	102	29	39.7%
_juvenile_audiobook	3	2	-1	-33.3%
_juvenile_fiction	941	1687	746	79.3%
_juvenile_foreign	19	68	49	257.9%
_juvenile_movie	134	277	143	106.7%
_juvenile_nonfiction	244	328	84	34.4%
_magazine	28	7	-21	-75.0%
_movie	1052	1706	654	62.2%
_music	213	249	36	16.9%
_new_book	243	357	114	46.9%
_nonfiction	782	958	176	22.5%
_young_adult_av	33	79	46	139.4%
_young_adult_fiction	425	626	201	47.3%
_young_adult_nonfiction	39	42	3	7.7%

Circulation Profile:	Jan-21	Jan-22	
_audiobook	1.4%	1.0%	-0.3%
_biography	1.7%	1.5%	-0.2%
_express	1.6%	2.6%	1.1%
_fiction	16.7%	11.3%	-5.4%
_foreign_language	1.3%	1.2%	-0.1%
_juvenile_audiobook	0.1%	0.0%	0.0%
_juvenile_fiction	16.9%	20.7%	3.8%
_juvenile_foreign	0.3%	0.8%	0.5%
_juvenile_movie	2.4%	3.4%	1.0%
_juvenile_nonfiction	4.4%	4.0%	-0.4%
_magazine	0.5%	0.1%	-0.4%
_movie	18.9%	20.9%	2.0%
_music	3.8%	3.0%	-0.8%
_new_book	4.4%	4.4%	0.0%
_nonfiction	14.0%	11.7%	-2.3%
_young_adult_av	0.6%	1.0%	0.4%
_young_adult_fiction	7.6%	7.7%	0.0%
_young_adult_nonfiction	0.7%	0.5%	-0.2%

# CIRCULATION SUMMARY

## GRINTON I. WILL LIBRARY



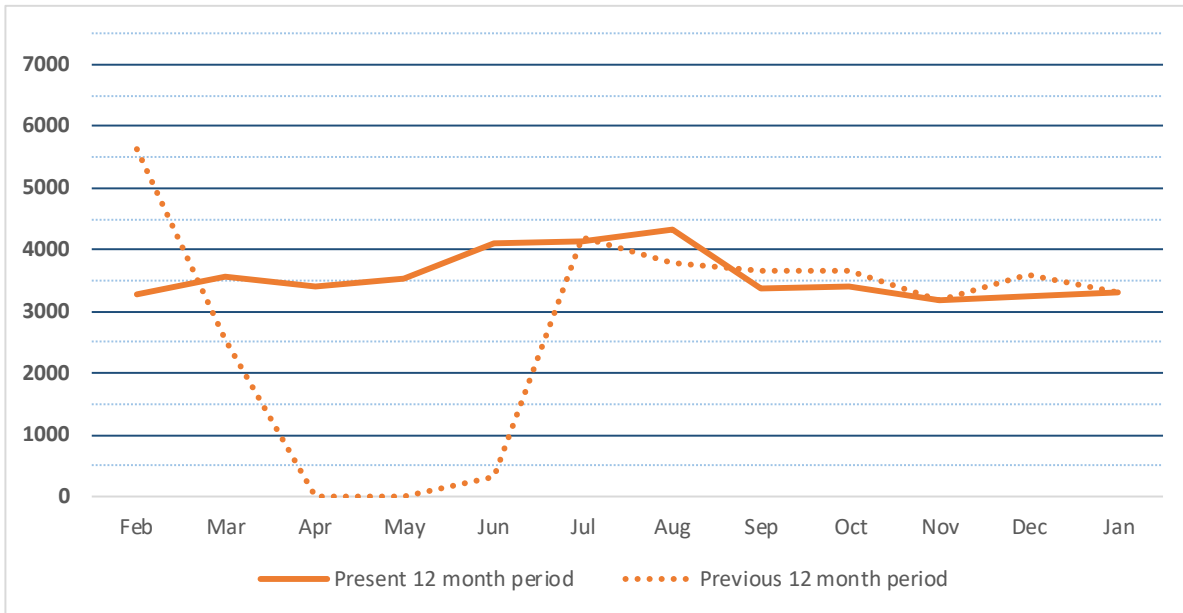
	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 month period	17752	21019	22280	20815	24351	29135	28046	24025	23574	21930	21304	21763
Previous 12 month period	34799	17208	37	25	2033	20880	27527	25283	24861	19726	15789	16573
	-49.0%	22.1%				39.5%	1.9%	-5.0%	-5.2%	11.2%	34.9%	31.3%

	Jan-21	Jan-22		
_audiobook	374	367	-7	-1.9%
_biography	234	303	69	29.5%
_express	71	201	130	183.1%
_fiction	2703	2938	235	8.7%
_foreign_language	67	75	8	11.9%
_juv_audiobook	41	59	18	43.9%
_juv_fiction	3743	6295	2,552	68.2%
_juv_foreign	54	72	18	33.3%
_juv_movie	448	591	143	31.9%
_juv_nonfiction	570	872	302	53.0%
_magazine	61	75	14	23.0%
_movie	2954	3923	969	32.8%
_music	1315	1249	-66	-5.0%
_new_book	1235	1607	372	30.1%
_nonfiction	1903	2176	273	14.3%
_ya_av	32	37	5	15.6%
_ya_fiction	493	679	186	37.7%
_ya-nonfiction	106	114	8	7.5%

Circulation Profile:	Jan-21	Jan-22	
_audiobook	2.3%	1.7%	-0.6%
_biography	1.4%	1.4%	0.0%
_express	0.4%	0.9%	0.5%
_fiction	16.3%	13.5%	-2.8%
_foreign_language	0.4%	0.3%	-0.1%
_juv_audiobook	0.2%	0.3%	0.0%
_juv_fiction	22.6%	28.9%	6.3%
_juv_foreign	0.3%	0.3%	0.0%
_juv_movie	2.7%	2.7%	0.0%
_juv_nonfiction	3.4%	4.0%	0.6%
_magazine	0.4%	0.3%	0.0%
_movie	17.8%	18.0%	0.2%
_music	7.9%	5.7%	-2.2%
_new_book	7.5%	7.4%	-0.1%
_nonfiction	11.5%	10.0%	-1.5%
_ya_av	0.2%	0.2%	0.0%
_ya_fiction	3.0%	3.1%	0.1%
_ya-nonfiction	0.6%	0.5%	-0.1%

# CIRCULATION SUMMARY

## CRESTWOOD LIBRARY

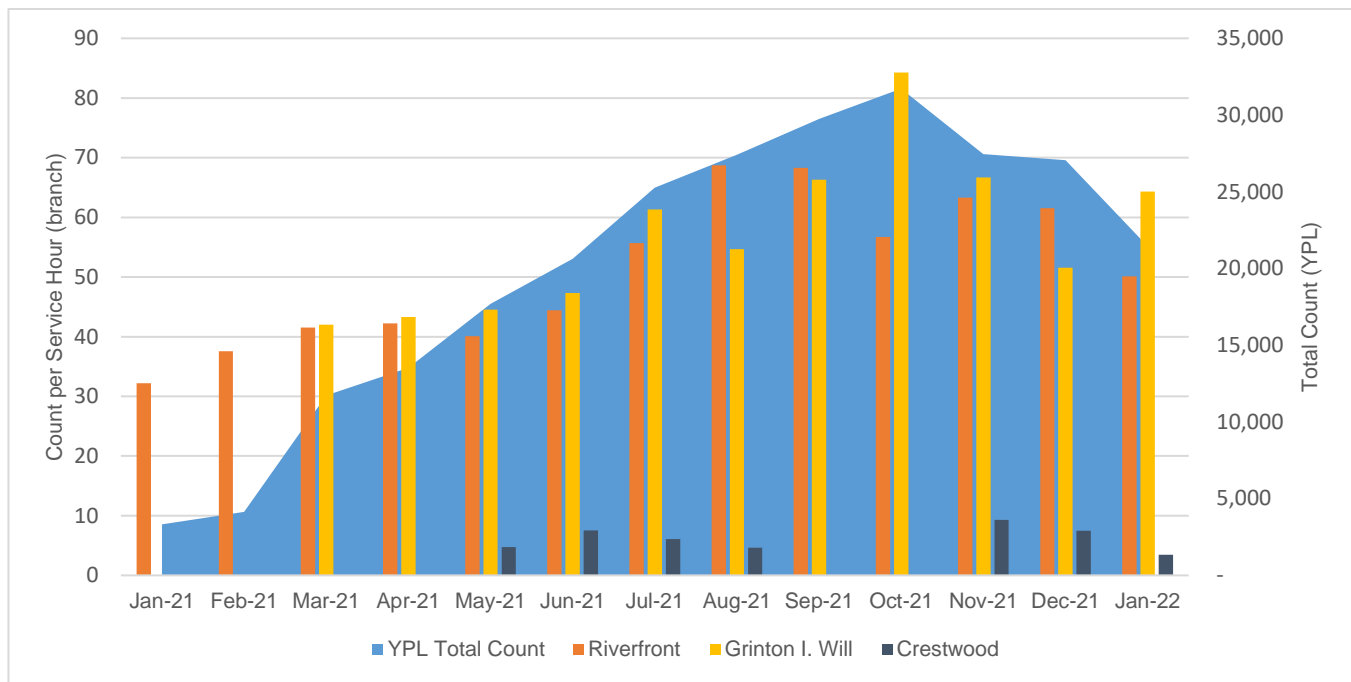


	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Present 12 month period	3290	3549	3412	3517	4088	4150	4314	3379	3415	3187	3246	3320
Previous 12 month period	5617	2540	2	11	323	4208	3778	3663	3663	3180	3602	3319
	-41.4%	39.7%				-1.4%	14.2%	-7.8%	-6.8%	0.2%	-9.9%	0.0%

	Jan-21	Jan-22		
<b>audiobook</b>	81	48	-33	-40.7%
<b>biography</b>	68	68	0	0.0%
<b>express</b>	14	11	-3	-21.4%
<b>fiction</b>	572	543	-29	-5.1%
<b>foreign_language</b>	4	1	-3	-75.0%
<b>juv_audiobook</b>	16	11	-5	-31.3%
<b>juv_fiction</b>	724	646	-78	-10.8%
<b>juv_foreign</b>	5	1	-4	-80.0%
<b>juv_movie</b>	42	54	12	28.6%
<b>juv_nonfiction</b>	174	242	68	39.1%
<b>magazine</b>	0	45	45	~
<b>movie</b>	499	454	-45	-9.0%
<b>music</b>	139	65	-74	-53.2%
<b>nonfiction</b>	442	480	38	8.6%
<b>new_book</b>	328	478	150	45.7%
<b>ya_av</b>	24	25	1	4.2%
<b>ya_fiction</b>	127	93	-34	-26.8%
<b>ya_nonfiction</b>	20	22	2	10.0%

Circulation Profile:	Jan-21	Jan-22	
_audiobook	2.4%	1.4%	-1.0%
_biography	2.0%	2.0%	0.0%
_express	0.4%	0.3%	-0.1%
_fiction	17.2%	16.4%	-0.9%
_foreign_language	0.1%	0.0%	-0.1%
_juv_audiobook	0.5%	0.3%	-0.2%
_juv_fiction	21.8%	19.5%	-2.4%
_juv_foreign	0.2%	0.0%	-0.1%
_juv_movie	1.3%	1.6%	0.4%
_juv_nonfiction	5.2%	7.3%	2.0%
_magazine	0.0%	1.4%	1.4%
_movie	15.0%	13.7%	-1.4%
_music	4.2%	2.0%	-2.2%
_nonfiction	13.3%	14.5%	1.1%
_new_book	9.9%	14.4%	4.5%
_ya_av	0.7%	0.8%	0.0%
_ya_fiction	3.8%	2.8%	-1.0%
_ya_nonfiction	0.6%	0.7%	0.1%

# TURNSTILE COUNTS



	Riverfront			Grinton I. Will			Crestwood			YPL Total Count
	Count	Hours	Per Hour	Count	Hours	Per Hour	Count	Hours	Per Hour	
<b>Jan-21</b>	3,319	103	32				-		0	<b>3,319</b>
<b>Feb-21</b>	4,133	110	38				-		0	<b>4,133</b>
<b>Mar-21</b>	6,268	151	42	5,460	130	42	-		0	<b>11,728</b>
<b>Apr-21</b>	6,670	158	42	6,845	158	43	-		0	<b>13,515</b>
<b>May-21</b>	8,015	200	40	9,215	207	45	473	100	5	<b>17,703</b>
<b>Jun-21</b>	9,599	216	44	10,219	216	47	823	109	8	<b>20,641</b>
<b>Jul-21</b>	11,918	214	56	12,693	207	61	649	107	6	<b>25,260</b>
<b>Aug-21</b>	14,981	218	69	11,918	218	55	508	109	5	<b>27,407</b>
<b>Sep-21</b>	15,096	221	68	14,656	221	66	-	-	0	<b>29,752</b>
<b>Oct-21</b>	12,764	225	57	18,955	225	84	-	-	0	<b>31,719</b>
<b>Nov-21</b>	13,225	209	63	13,931	209	67	288	31	9	<b>27,444</b>
<b>Dec-21</b>	14,212	231	62	11,911	231	52	929	124	7	<b>27,052</b>
<b>Jan-22</b>	9,217	184	50	11,835	184	64	389	112	3	<b>21,441</b>

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

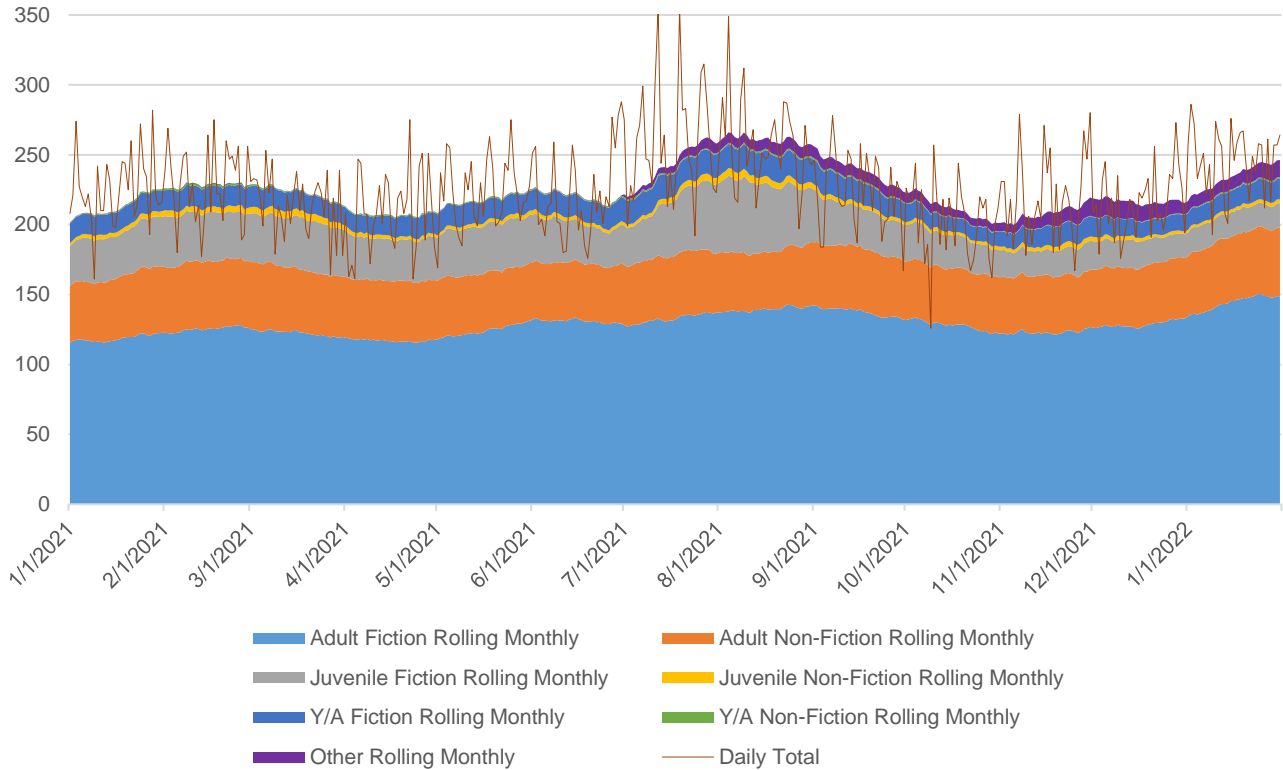
Notes: Total Monthly Patrons in January-February incomplete due to gate counter malfunction at Grinton I. Will

Crestwood Library closed in September and October due to Hurricane Ida; reopened Nov. 22



# ELECTRONIC RESOURCES SUMMARY

## Daily OverDrive Checkouts

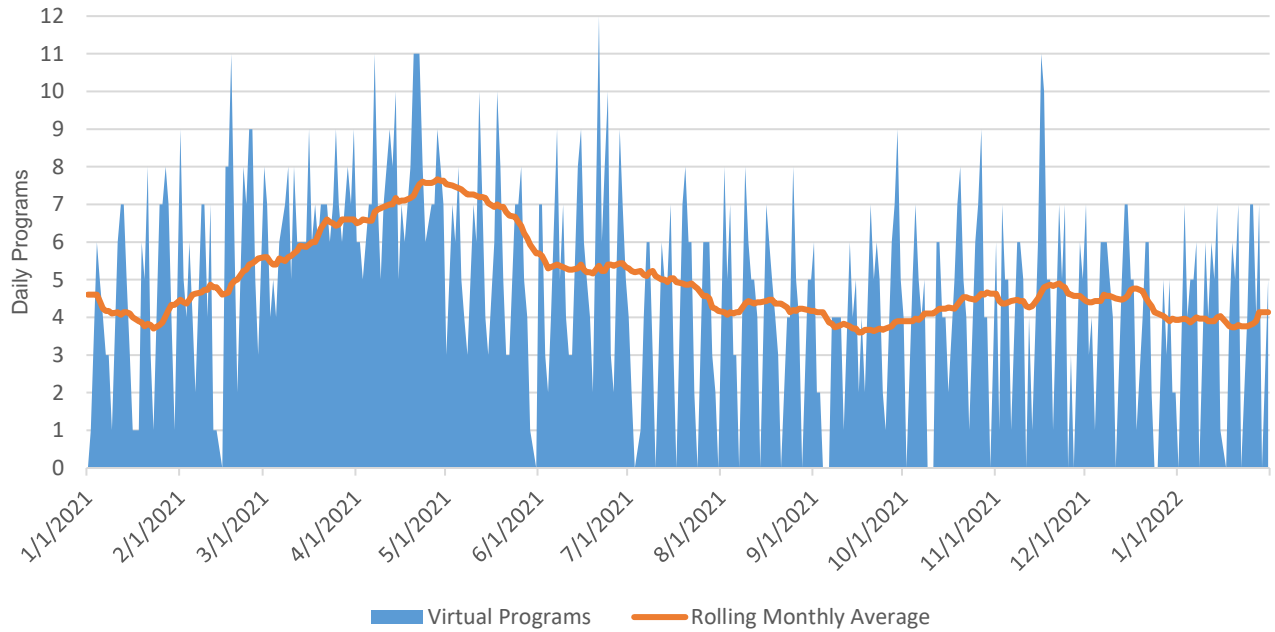


	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Jan-21	3795	1471	1073	118	473	34	6965
Feb-21	3530	1353	960	116	415	35	6409
Mar-21	3685	1343	1053	118	417	22	6643
Apr-21	3525	1290	931	60	452	19	6283
May-21	4063	1253	1042	92	446	20	6921
Jun-21	3877	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	6708
Oct-21	3801	1257	603	76	320	17	6257
Nov-21	3811	1231	613	91	431	12	6587
Dec-21	4106	1355	521	59	364	15	6675
Jan-22	4625	1517	550	87	466	29	7642

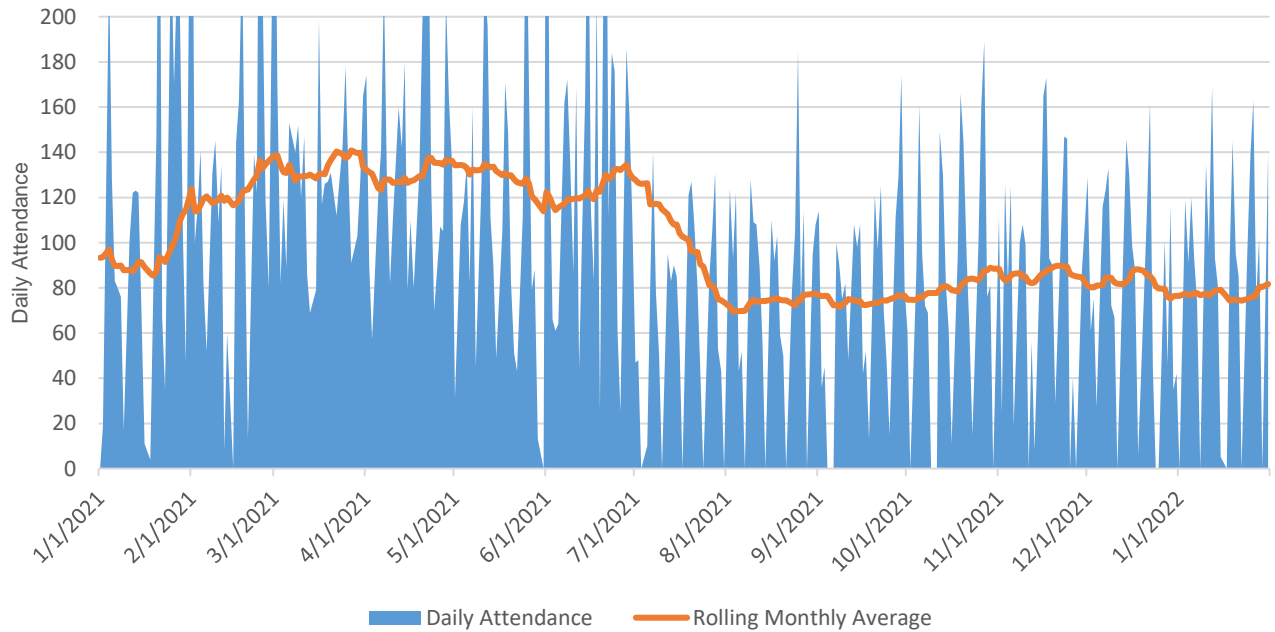


# VIRTUAL PROGRAMMING SUMMARY

## YPL Virtual Programming Sessions



## YPL Virtual Programming Attendance



	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22
<b>Sessions</b>	110	133	181	199	140	150	104	114	103	112	118	107	112
<b>Attendance</b>	2792	3110	3594	3602	2803	3685	1754	2097	1980	2159	2139	2099	2211



## BOOK STOCK

<b>RIVERFRONT LIBRARY</b>	<b>2022</b>	<b>2021</b>
Number of volumes at end of previous month	<b>149,389</b>	
Number of volumes added this month	<b>942</b>	
<b>TOTAL</b>	<b>150,331</b>	
Number of volumes lost/withdrawn this month	<b>136</b>	
<b>TOTAL VOLUMES RIVERFRONT LIBRARY</b>	<b>150,195</b>	<b>145,953</b>
<b>GRINTON I. WILL BRANCH</b>		
Number of volumes at end of previous month	<b>150,229</b>	
Number of volumes added this month	<b>1,062</b>	
<b>TOTAL</b>	<b>151,291</b>	
Number of volumes lost/withdrawn this month	<b>685</b>	
<b>TOTAL VOLUMES GRINTON I. WILL BRANCH</b>	<b>150,606</b>	<b>147,581</b>
<b>CRESTWOOD BRANCH</b>		
Number of volumes at end of previous month	<b>22,967</b>	
Number of volumes added this month	<b>501</b>	
<b>TOTAL</b>	<b>23,468</b>	
Number of volumes lost/withdrawn this month	<b>10</b>	
<b>TOTAL CRESTWOOD BRANCH</b>	<b>23,458</b>	<b>29,022</b>
<b>TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY</b>	<b>324,259</b>	<b>322,556</b>

