

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, March 18, 2021

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Meeting ID:
940 1533 1981

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**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
MARCH 18, 2021**

MINUTES

[ACTION ITEM] Approve Minutes of Annual Meeting on February 18, 2021.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

Ratify the following appointment:

Houston, Alan, Provisional Librarian II, \$65,109/yr, eff. 2/22/21

Acknowledge the following termination:

Osterman, Justine, Permanent Librarian I, \$58,449/yr, eff. 3/9/21

COMMITTEE REPORTS

Finance, Budget & Planning- Maron, Jannetti, Saraceno

Employee Relations – Maron, Puglia

Buildings & Grounds – Maron, Puglia

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #825

UNFINISHED BUSINESS



NEW BUSINESS

Will Library Building Conditions Survey Proposal

EXECUTIVE SESSION

NEXT MEETING DATE

Thursday, April 15, 2021



YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
FEBRUARY 18, 2021

ATTENDANCE

TRUSTEES:	Nancy Maron Josephine Ilarraza Stephen Jannetti Joseph Puglia Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Dominick Savarese, Carlos Figueroa, Laura Cacace, Mary Robison, Arnaldo Torres, Meave Gallagher, Dalyz Aguilar, Sumie Hernandez-Moss, Rose Banniser, Liz Caruso, Mary Ann Penzero, Zahra Baird

The Board Meeting was held electronically via ZOOM ®, Conference ID# 939 3304 9994

The Board Meeting began at 7:02 pm.

MINUTES

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved the Minutes of the Annual Meeting of January 21, 2021.

MANAGEMENT REPORT

Director Montero updated the Board on the status of COVID infections among staff. After being free of infection for eight weeks as of the last meeting, five staff members tested positive for the virus since. Most of these cases resulted in no disruption because the staff never returned to work in building following their exposure, however one staff member returned following their exposure but before testing positive. All who had contact with this staff member was informed and encouraged to test and all returned to work healthy following a quarantine and negative test. Director Montero acknowledged that these cases have been difficult and



he thanked the staff for their cooperation and diligence in reporting illnesses and taking leave when necessary. He also noted that cases in Yonkers have declined 37% and was hopeful that trend would continue.

Director Montero announced that, although staff will continue to work in isolated teams and computer access to the public will remain restricted, Yonkers Public Library will restore limited Saturday service beginning March 6 at the Grinton I. Will and Riverfront libraries. The Will Library will be open the first and third Saturday of every month and the Riverfront Library will be open the second and fourth Saturday. Crestwood Library will remain closed to the public, however it will continue to offer contact-free pickup service.

Director Montero reported that YPL will begin to provide an employee assistance program (EAP) with TotalCare EAP beginning in March. This program will provide staff access to 24 hour counseling services, healthcare referrals and professional development opportunities. He noted that the pandemic has resulted in a lot of added stress and trauma for people and he hoped staff in need would take advantage after being introduced to it.

Director Montero updated the Board on the FY21 capital budget request. Funding for capital improvement projects was just bonded by the City of Yonkers and he was pleased to report that YPL's \$900,000 request was fully funded for 2021 after usually receiving half of their request in previous years. He thanked Mayor Spano and the City Council for valuing library service and looked forward to using the funds to expand their collection and purchase a new truck to assist with snow removal. He added that the FY22 capital request would include funds for continued collection maintenance, elevator refurbishments at Will and roof and window repairs at Crestwood.

Director Montero reported that several building improvement projects at Will were already almost underway, including custom blinds for the windows to reduce glare, new automatic doors, needed replacement parts for the air handlers and a renovation of the Senator Flynn Room.

Director Montero announced several new partnerships that YPL had entered into, including with Sarah Lawrence College, the Neighborhood Naturally Occurring Retirement Community (NNORC), Yonkers Arts and YoFi Film Festival. These partnerships will bring over a dozen programs to celebrate Black History Month, improve health during the pandemic as well as several art projects at Will and Riverfront Libraries.

Union President Dominick Savarese inquired about the availability and insurance requirements of the TotalCare EAP. Business Manager Presedo replied that there are no co-pay requirements and employees who require service after three sessions would be referred to their insurance providers.

Guest Sumie Hernandez-Moss inquired about the truck requested for snow removal in the capital budget and if it was environmentally-friendly. Director Montero replied that the vehicle had not yet been purchased but noted the cost of electric vehicles may prohibit them from purchasing one.

UNION REPRESENTATIVE'S REPORT



Union President Savarese communicated the membership's concerns regarding the rise of positive cases among the staff and their belief that case disclosures lacked certain details, but he understood the need for privacy as well. Director Montero acknowledged the staff's concerns and referred to a memo he distributed on disclosure protocol and the information they can share.

Union President Savarese acknowledged receipt of a copy of Management's recent COVID-19 contingency plan and would follow up with suggestions and constructive criticism.

WLS REPORT

Trustee Puglia referred to the ongoing discussion of the appropriate role of trustees who occupy seats on the boards of WLS and individual member libraries and believes there is a growing consensus that trustees should not serve in both roles because of the risk of a conflict of interest, however he noted trustees have not yet been asked to resign one of their seats.

PERSONNEL REPORT

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

Garabito, Chelsea, P/T Page, \$14.00/hr, eff. 1/23/21
Miklyukova, Alexandra, P/T Page, \$14.00/hr, eff. 1/23/21
Pena, Alexander P/T Page, \$14.00/hr, eff. 1/23/21
Zapata, Vivian, P/T Page, \$14.00/hr, eff. 1/23/21
Carson, Unique, P/T Page, \$14.00/hr, eff. 1/23/21
DeLeon, Radhalin, P/T Page, \$14.00/hr, eff. 1/23/21
Bowman, Indirah, P/T Page, \$14.00/hr, eff. 1/23/21
Farooqui, Hamza, P/T Page, \$14.00/hr, eff. 1/23/21
Giordano, Elizabeth, P/T Page, \$14.00/hr, eff. 1/23/21
Barbieri, Dante, P/T Page, \$14.00/hr, eff. 1/23/21
Ishak, Christine, P/T Page, \$14.00/hr, eff. 1/23/21
Pichardo, Christian, P/T Page, \$14.00/hr, eff. 1/23/21

COMMITTEE REPORTS

Board President Maron appointed Trustee Sabatino to the standing Policy Committee for the year 2021. She also welcomed committee chairs to join her on a weekly call with Director Montero every Friday morning to discuss any issues that may come up.

Finance, Budget & Planning – Maron, Jannetti, Saraceno

Employee Relations – Maron, Puglia

Buildings & Grounds – Maron, Puglia

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti



Foundation update: Board President Maron announced that the Foundation subsidized part of the YoFi digital art display projected on to the fourth floor windows of the Riverfront Library and invited trustees to visit. She also reported the Foundation was looking to expand and diversify its Board of Directors as well as authors for an event in June and encouraged suggestions.

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #824.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

NONE

EXECUTIVE SESSION

Board President Maron motioned the Board into Executive Session to discuss a personnel matter at 7:37 pm. The session ended at 7:42 pm.

NEXT BOARD MEETING DATE – Thursday, March 18, 2021

On motion of Trustee Puglia, the Meeting adjourned at 7:43 pm.

Jesse Montero
Library Director & Secretary



Yonkers Public Library

Bill List February 2021

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS				
BAKER & TAYLOR		MATERIALS	2/24/2021	19,768.15
BAKER & TAYLOR		MATERIALS	2/25/2021	22,151.15
BLACKSTONE PUBLISHING		MATERIALS	2/25/2021	41.60
BLACKSTONE PUBLISHING		MATERIALS	2/24/2021	41.60
BLACKSTONE PUBLISHING		MATERIALS	2/25/2021	41.60
EBSCO		MATERIALS	2/25/2021	38.45
INGRAM		MATERIALS	2/25/2021	25.98
INGRAM		MATERIALS	2/24/2021	28.72
MIDWEST TAPE		MATERIALS	2/25/2021	6.99
MIDWEST TAPE		MATERIALS	2/25/2021	6.99
MIDWEST TAPE		MATERIALS	2/25/2021	9.74
MIDWEST TAPE		MATERIALS	2/25/2021	9.74
MIDWEST TAPE		MATERIALS	2/8/2021	12.74
MIDWEST TAPE		MATERIALS	2/25/2021	13.98
MIDWEST TAPE		MATERIALS	2/25/2021	13.98
MIDWEST TAPE		MATERIALS	2/25/2021	13.99
MIDWEST TAPE		MATERIALS	2/25/2021	13.99
MIDWEST TAPE		MATERIALS	2/25/2021	15.74
MIDWEST TAPE		MATERIALS	2/25/2021	15.74
MIDWEST TAPE		MATERIALS	2/25/2021	22.48
MIDWEST TAPE		MATERIALS	2/25/2021	25.18
MIDWEST TAPE		MATERIALS	2/25/2021	27.29
MIDWEST TAPE		MATERIALS	2/25/2021	27.98
MIDWEST TAPE		MATERIALS	2/25/2021	27.99
MIDWEST TAPE		MATERIALS	2/25/2021	29.98
MIDWEST TAPE		MATERIALS	2/25/2021	31.49
MIDWEST TAPE		MATERIALS	2/25/2021	48.98
MIDWEST TAPE		MATERIALS	2/25/2021	53.16
MIDWEST TAPE		MATERIALS	2/25/2021	66.70
MIDWEST TAPE		MATERIALS	2/25/2021	74.89
MIDWEST TAPE		MATERIALS	2/25/2021	121.05
MIDWEST TAPE		MATERIALS	2/25/2021	190.96
MIDWEST TAPE		MATERIALS	2/25/2021	262.28



<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS				
MIDWEST TAPE		MATERIALS	2/25/2021	474.55
MULTICULTURAL BOOKS & VIDEOS		MATERIALS	2/8/2021	137.23
RECORDED BOOKS, INC.		MATERIALS	2/25/2021	41.60
TOWNSEND PRESS BOOK CTR		MATERIALS	2/25/2021	89.37
TOTAL				44,024.03
CONTRIBUTIONS FUNDS				
AMERICAN EXPRESS		PROF EMAIL FOUNDATION	2/3/2021	4.79
ARCH FOR KIDS, LLC		GRANT	2/24/2021	200.00
BAKER & TAYLOR		MATERIALS-SYLVIA YAROSLOW	2/24/2021	22.40
GOVCONNECTION, INC.		MAGIC KEYBOARD/IPAD PRO 1T	2/10/2021	1,518.22
JANWAY COMPANY USA, INC.		DOMESTIC BOOKS BY MAIL	2/10/2021	738.45
LEDESMA, SOLYARIS		ZUMBA 12/15/20 CK REPLACEMENT	2/3/2021	70.00
PRESEDO, VIVIAN		REIMB: GIFT CARDS IB STUDENTS	2/3/2021	75.00
TOTAL				2,628.86
TRUSTS FUNDS				
BAKER & TAYLOR		SAUNDERS MEMORIAL FUNDS	2/24/2021	11.73
BAKER & TAYLOR		RITA G. MURPHY MEMORIAL FUND	2/8/2021	26.48
TOTAL				38.21



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
February 2021

Date	Num	Memo	Amount
Abbey Ice			
02/16/2021	38548	spring water	33.50
02/16/2021	38549	spring water-will branch	40.00
Total Abbey Ice			73.50
Able & Ready			
02/08/2021	23202	maintenance	269.95
Total Able & Ready			269.95
ABM Systems			
02/16/2021	0000017977	boiler service	287.00
Total ABM Systems			287.00
Adams, Luann			
02/08/2021	1-25-21	family storytelling 1/28/21 (zo...	150.00
02/26/2021	21821	family storytelling prog. (zoom)	150.00
Total Adams, Luann			300.00
Amazon.com			
02/26/2021	438663947678	air purifier filters	16.04
02/26/2021	444764643336	hot cocoa	10.19
02/26/2021	458933495489	clear shopping bags	23.73
02/26/2021	468485388795	materials	38.85
02/26/2021	473744385867	kraft gift bags	26.99
02/26/2021	556975896693	art supplies	57.83
02/26/2021	568987679453	zipper poly bags	7.99
02/26/2021	735794637835	crayons	37.47
02/26/2021	755344493649	materials	12.95
02/26/2021	775688488998	fire 7 tablet	49.99
02/26/2021	864483484883	adhesive vinyl roll	59.97
02/26/2021	895865693954	materials	12.95
02/26/2021	995656777378	lorna doone cookies	26.20
02/26/2021	433943777984	blue masks (covid-19)	149.98
Total Amazon.com			531.13
American Express			
02/08/2021	12121AE	software	733.70
02/08/2021	12121AE	membership fee	119.00
Total American Express			852.70
Amoils, Roseanne			
02/16/2021	82	job coach (zoom)	1,020.00
Total Amoils, Roseanne			1,020.00
Argento & Sons			
02/16/2021	399727	tire repair	48.75
Total Argento & Sons			48.75
Bergamini, Gina			
02/08/2021	12521	belly dancing program (zoom)	150.00
02/26/2021	262021	music & movement juv class (...)	50.00
Total Bergamini, Gina			200.00
Bishop, Evan			
02/26/2021	02202021	African necklace prog. (zoom)	200.00
Total Bishop, Evan			200.00
Blick Art Materials			
02/16/2021	5616539	gallery art supplies	327.98
02/22/2021	5688892	gallery art supplies	22.18
02/22/2021	5755565	gallery art supplies	11.56

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 Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 February 2021

Date	Num	Memo	Amount
Total Blick Art Materials			361.72
Brodart			
02/22/2021	573470	cd binders	412.13
Total Brodart			412.13
Cablevision Lightpath			
02/16/2021	100468498	internet 2/1-2/28/21	5,233.55
02/16/2021	100468511	phones 2/1-2/28/21	3,565.79
Total Cablevision Lightpath			8,799.34
Cablevision Optimum			
02/16/2021	07803065546feb21	cable box 2/8-3/7/21 will branch	8.40
02/16/2021	07803544469feb21	cable boxes 2/1-2/28/21 riverf...	16.80
Total Cablevision Optimum			25.20
Citadel Pest Control			
02/26/2021	4087	pest treatment	200.00
Total Citadel Pest Control			200.00
Con Edison (Consolidated Edison)			
02/16/2021	5909214217feb21	gas 12/31/20-2/2/21 will branch	182.61
Total Con Edison (Consolidated Edison)			182.61
ESI Employee Assistance Group			
02/22/2021	42103	services 3/1/21-2/28/22	3,500.00
Total ESI Employee Assistance Group			3,500.00
Gansango Music and Dance			
02/26/2021	2-17-21	African dance class (zoom)	100.00
Total Gansango Music and Dance			100.00
Gantzer, Ana			
02/16/2021	20821	reimbursement black history ...	50.67
Total Gantzer, Ana			50.67
Gibbons Family Fitness			
02/16/2021	101	health & fitness program (zoom)	425.00
Total Gibbons Family Fitness			425.00
GovConnection			
02/16/2021	70900544	32 GB ultra usbs	92.40
02/16/2021	70906587	flat-screen mount; samsung H...	874.78
02/16/2021	70906588	wireless trackballs	124.80
02/22/2021	70937807	toner cartridges	1,950.67
Total GovConnection			3,042.65
Gruppuso Plumbing			
02/22/2021	21-31	men's room repairs	630.00
Total Gruppuso Plumbing			630.00
Journal News, The			
02/22/2021	10121crestA	crestwood periodicals rate	13.01
Total Journal News, The			13.01
Keane & Beane			
02/16/2021	65178	zoom meeting 1/28/21	126.00
Total Keane & Beane			126.00
LE Health Inc.			



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Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
February 2021

Date	Num	Memo	Amount
02/26/2021	222	story yoga black history mont...	75.00
Total LE Health Inc.			75.00
Ledesma, Solyaris			
02/08/2021	12921	kids zumba (zoom)	150.00
02/08/2021	2-2-21	zumba (zoom)	75.00
02/16/2021	2-9-21	zumba (zoom)	75.00
02/22/2021	2-16-21	zumba (zoom)	75.00
02/26/2021	2-23-21	zumba (zoom)	75.00
02/26/2021	22321	kids zumba (zoom)	50.00
Total Ledesma, Solyaris			500.00
Lexis-Nexis/Matt Bender			
02/16/2021	2319250X	materials	2,125.00
Total Lexis-Nexis/Matt Bender			2,125.00
Mango Languages			
02/16/2021	INV008079	mango subscription 12/15/20-...	12,075.00
Total Mango Languages			12,075.00
Markowitz, Robert			
02/08/2021	12821	robert the guitar guy (zoom)	30.00
Total Markowitz, Robert			30.00
Metro Group, Inc.			
02/08/2021	PI 727053	cooling tower service 2/1-2/28...	836.50
Total Metro Group, Inc.			836.50
Open Systems Metro			
02/16/2021	61449	fire alarm monitoring	375.00
Total Open Systems Metro			375.00
Oriental Trading			
02/16/2021	707848985-01	ceramic piggy banks	239.88
Total Oriental Trading			239.88
Overdrive			
02/16/2021	01322CO21046272	materials	1,089.42
02/22/2021	01322CO21054032	materials	473.44
02/26/2021	01322CO21057933	materials	669.32
Total Overdrive			2,232.18
Petite Concerts			
02/22/2021	2021-00137	joint concert w/chi-chi split (z...	43.75
Total Petite Concerts			43.75
Pitney Bowes 2			
02/16/2021	1017352975	sendpro printer ink cartridges	307.96
Total Pitney Bowes 2			307.96
Poggiali, Philip			
02/16/2021	REG-0125134	reimbursement NYLA confere...	149.00
Total Poggiali, Philip			149.00
Presedo, Vivian			
02/08/2021	2224227081	reimbursement program supp...	200.00
02/08/2021	4341262	reimbursement program supp...	200.00
02/26/2021	21121VP	reimbursement for bookdrop l...	238.00
Total Presedo, Vivian			638.00
Project Me LLC			



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 February 2021

Date	Num	Memo	Amount
02/26/2021	PM222	mindful Monday yoga (zoom)	225.00
Total Project Me LLC			225.00
Rong, Jian-Yang 02/16/2021	2-10-21	Qi Gong class (zoom)	150.00
Total Rong, Jian-Yang			150.00
Scaringella Auto Repair 02/16/2021	2-3-21	battery replacement	169.00
Total Scaringella Auto Repair			169.00
Schall Hardware 02/16/2021	79850	maintenance supplies	220.99
Total Schall Hardware			220.99
Sirsi Dynix dbaEOS International 02/22/2021	INV05979	eos web May 1 2021-Apr 30 2...	2,248.64
Total Sirsi Dynix dbaEOS International			2,248.64
So Fun City, LLC 02/16/2021	1158	game show event (zoom)	150.00
Total So Fun City, LLC			150.00
Sprague Operating Resources 02/08/2021	00010764327	bioheat oil crestwood	176.11
02/08/2021	00010764318	bioheat oil will branch	6,222.40
02/22/2021	00010800421	bioheat oil crestwood	627.68
02/26/2021	00010823282	bioheat oil will branch	8,889.30
Total Sprague Operating Resources			15,915.49
Sweetwater Music Instruments & Pro Audio 02/22/2021	26195785	technical supplies	309.95
Total Sweetwater Music Instruments & Pro Audio			309.95
Teator, Mike 02/16/2021	12021	cartooning program (zoom)	85.00
Total Teator, Mike			85.00
Verizon 02/16/2021	9144109274feb21	phones 2/1-2/28/21	44.58
Total Verizon			44.58
Verizon Wireless 02/16/2021	9871909815	cell phones 12/24-1/23/21	329.14
02/26/2021	9873083897	cell phones 1/11-2/10/21	574.06
02/26/2021	9873083898	cell phones 1/11-2/10/21	38.51
Total Verizon Wireless			941.71
WB Mason 02/16/2021	217505115	cork boards	65.91
02/26/2021	217819778	office supplies	82.08
Total WB Mason			147.99
Westchester Library System 02/16/2021	210131-111	enhanced wireless services	4,240.00
02/16/2021	210131-37	membership; device support	132,659.93
02/16/2021	210131-75	electronic resource group pu...	30,458.40
Total Westchester Library System			167,358.33
Zev Haber Music by Zev			

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03/01/21

Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
February 2021

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
02/16/2021	4975	music show (zoom)	125.00
Total Zev Haber Music by Zev			125.00
TOTAL			229,370.31



YPL Operating Budget 2021

Code	Account Name	Adopted Budget	Current Budget (with transfers)	Spent Previous Months	Spent This Month February	YTD	Balance	% used
101	Salaries	6,444,649	6,444,649	3,457,241	45,673	3,502,914	2,941,735	54.35%
103	Temp Services	626,664	400,818	137,053	14,652	151,705	249,113	37.85%
150	Termination Payments	35,000	35,000	58,699	0	58,699	-23,699	167.71%
198	Overtime	410,651	410,651	16,379	3,771	20,150	390,501	4.91%
	Personal Services Total:	7,516,964	7,291,118	3,669,372	64,096	3,733,468	3,557,650	51.21%
280	Reference Materials	100,000	100,000	62,278	2,297	64,575	35,425	64.57%
	Materials Total	100,000	100,000	62,278	2,297	64,575	35,425	64.57%
301	Office Supplies	97610	97,610	35580	1,219	36,799	60,811	37.70%
306	Janitorial Supplies	34100	34,100	19106	0	19,106	14,994	56.03%
308	Wearing Apparel	2,971	2,971	0	0	0	2,971	0.00%
309	Fuel For Heating	76,500	76,500	22,114	2,083	24,197	52,303	31.63%
312	Hardware	7,675	7,675	7,204	221	7,425	250	96.74%
313	Misc. Supplies	1,000	1,000	127	0	127	873	12.70%
314	Electrical Supplies	600	600	486	0	486	114	81.00%
327	Nursery Supplies	300	300	0	0	0	300	0.00%
361	Gas	2,000	2,000	751	183	934	1,066	46.68%
	Material and Supplies Total	222,756	222,756	85,368	3,706	89,074	133,682	39.99%
401	Insurance	32,575	32,575	30,297	0	30,297	2,278	93.01%
402	Telephones	63,900	63,900	32,608	4,577	37,185	26,715	58.19%
403	Printing	13,310	13,310	2,881	1,951	4,832	8,478	36.30%
404	Lights and Power	170,226	170,226	54,476	6,171	60,647	109,579	35.63%
405	Postage	3,550	3,550	0	0	0	3,550	0.00%
406	Freight and Express	500	500	0	0	0	500	0.00%
407	Equipment Maint. And Repair	45,700	45,700	26,956	1,124	28,080	17,621	61.44%
408	Rental of Equipment	14,080	14,080	1,466	375	1,841	12,239	13.08%
409	Building Maint. And Repair	78,000	78,000	24,024	630	24,654	53,346	31.61%
410	Milage Allowance	685	685	0	0	0	685	0.00%
413	Professional Fees	213,950	213,950	87,396	3,626	91,022	122,928	42.54%
415	Outside Labor & Related Charges	45,500	45,500	12,658	270	12,928	32,572	28.41%
419	Misc. Expenses	21,750	21,750	20,122	119	20,241	1,509	93.06%
422	Janitorial Service	2,900	2,900	1,580	200	1,780	1,120	61.38%
424	Maint. Of Office Equipment	3,200	3,200	610	433	1,043	2,157	32.59%
425	Subscriptions and Publicationns	121,183	121,183	73,166	4,387	77,553	43,630	64.00%
430	IT Hardware Maint.	50,000	50,000	21,435	1,277	22,712	27,288	45.42%
431	IT Software Licensing and Maint.	494,542	494,542	204,246	185,401	389,647	104,895	78.79%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	125	149	274	1,876	12.74%
446	Automobile Repair	6,000	6,000	2,125	218	2,343	3,657	39.05%
481	Binding of Books	700	700	0	0	0	700	0.00%
496	Special Projects	25,000	25,000	17,172	4,800	21,972	3,028	87.89%
	Contractual Services Total	1,409,401	1,409,401	613,343	215,707	829,050	580,351	58.82%
	Total Operating Budget	9,249,121	9,023,275	4,430,361	285,805	4,716,166	4,307,109	52.27%



Management Report
Board Meeting
March 18, 2021

Staff COVID-19 Update: As of March 15, there have been four confirmed cases of COVID-19 among library workers since the last meeting. In one case we believe the exposure and infection took place after the worker was last in the Crestwood Library and there was no risk of exposure to other workers. Unfortunately, on Wednesday, March 3 we learned of another library worker who tested positive and had recently been in all three locations. Given the wide potential spread we immediately closed all three locations for three days. Soon after we learned of another positive case at Riverfront Library (although it does not appear connected) and another case at Will Library (which was likely in close contact with the original worker). Due to the required quarantines we extended the closure of Will Library through Tuesday, March 9.

Although total cases in Yonkers are down approximately 55% since the mid-January peak, YPL is remaining cautious in regard to reactivating services like public computer usage. We hope that with a continued decline in cases - both among staff and in the community at large - and increased number of staff vaccinations we will be able to restore some of those services next month.

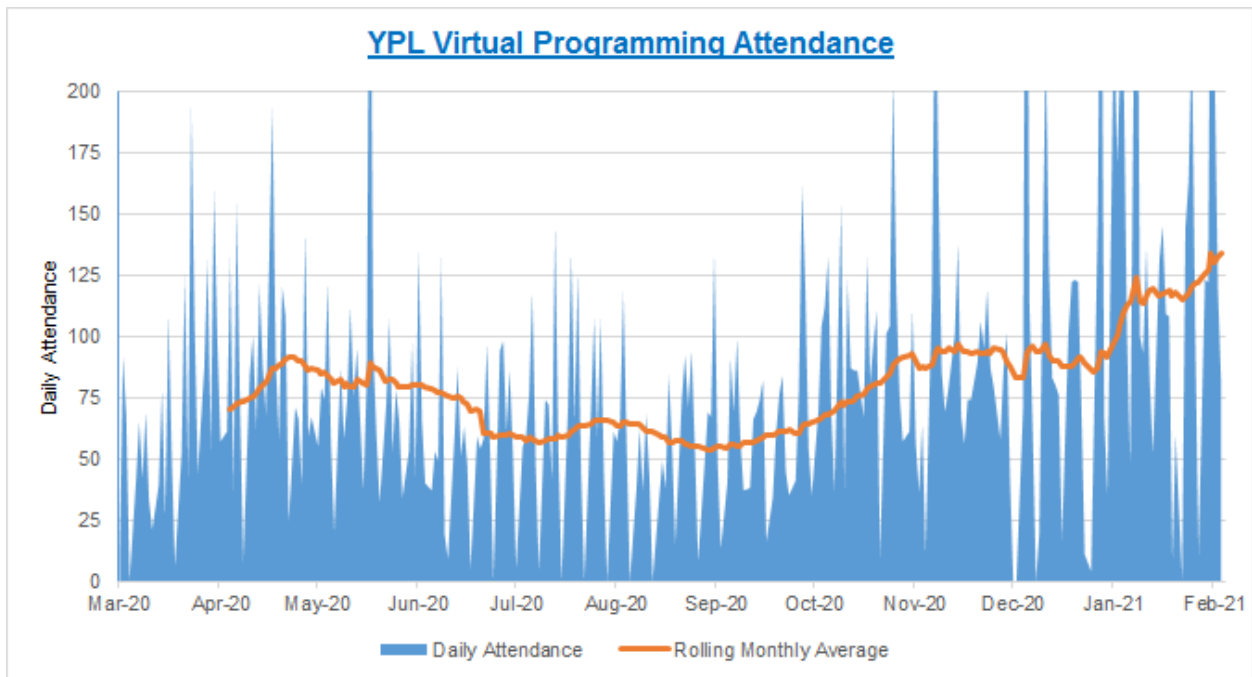
Vaccination Update: Beginning March 17, library workers will be eligible for COVID-19 vaccines as “public-facing government and public employees.” A number of staff have already qualified based on age or health status. To assist with the overall vaccination effort, YPL staff are helping their coworkers and members of the public that don’t have easy access to computers or digital literacy skills to register for appointments over the New York State website. YPL administration has communicated information about the assistance, eligibility and excused time available to all staff in an effort to get the workforce vaccinated as quickly as possible.

Meeting Room Improvements: Post-pandemic, we anticipate a huge demand for in-person programming and collaborative spaces - and the need for hybrid in-person/remote events and meetings. To this end, YPL has begun to undertake some meeting room improvements, including the study rooms at Riverfront Library and the Flynn Room at Will Library. Additionally, YPL has also applied for a Community Development Block Grant (CDBG) through the City of Yonkers for the renovation and rehabilitation of Community Room A+B at Riverfront Library with additional assistance from the Foundation for the Yonkers Public Library (FYPL). These are the first steps in what we hope will be a systemwide campaign to spruce up and enhance our event spaces.

Virtual Programming Updates: YPL began offering virtual programs within a week of the library closing at the close of business on Saturday, March 14. After offering these programs for nearly a full year, the number of offerings and attendance remains strong. By the end of



February 2021, YPL had offered over 1,350 programs with a combined attendance of 23,700. Remarkably, after nearly a year, demand for these programs was higher than ever. February was the third consecutive month of record breaking program attendance, with over 3,000.

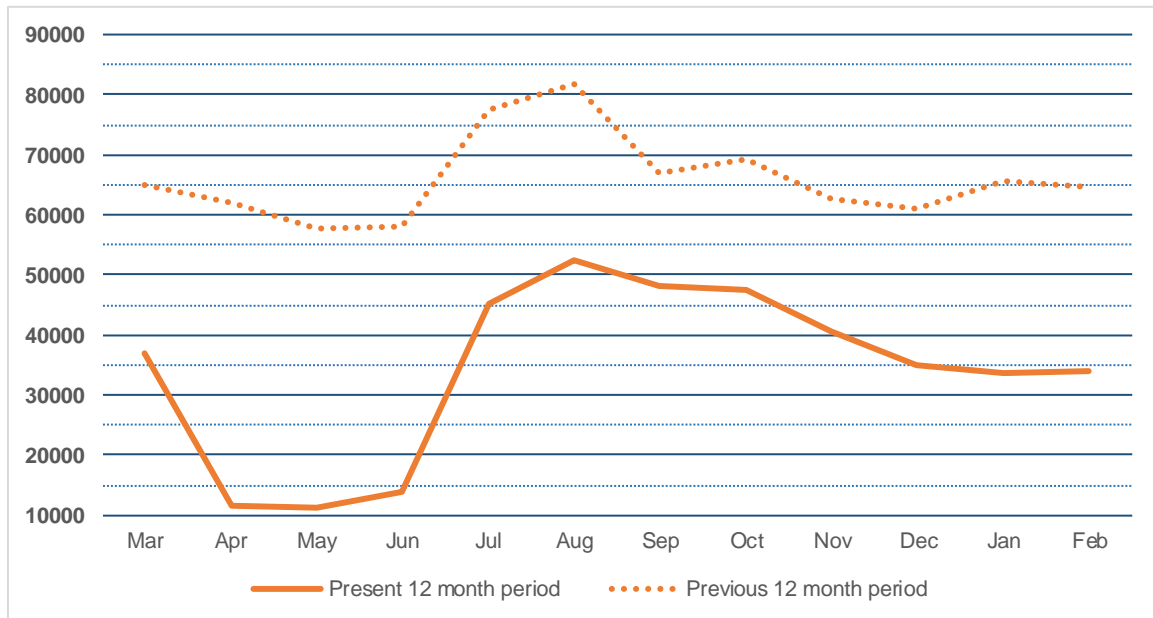


Partnerships and Programs: YPL continues to work with various organizations and city agencies:

- YPL teamed up with Youth Theatre Interactions (YTI) to help promote arts education to youth in Yonkers. YPL even “sponsored” students with tuition subsidies for those that could not cover the registration nominal fee. YPL will work with YTI to showcase the work of YTI students.
- YPL, in coordination with Westchester Library System, is promoting NY Project Hope, which connects Westchester residents with trained crisis counselors through phone, email and chat.
- YPL is also working with local housing and human services nonprofit Westhab to provide better referral services at Riverfront Library to people experiencing homelessness, substance abuse, and mental health issues. They will soon open a residential facility with shower and laundry services.
- YPL is partnering with Yonkers Arts to host a five week comic book creation workshop called “I AM A Hero”, which will teach young people storytelling and leaderships skills informed by the hero’s journey narrative.

CIRCULATION SUMMARY

YONKERS PUBLIC LIBRARY



	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 month period	37052	11424	11111	13859	45281	52569	48249	47643	40546	35009	33647	34124
Previous 12 month period	65041	62092	57630	57955	77481	81689	67036	69319	62605	61094	65766	64816
	-43.0%	-81.6%	-80.7%	-76.1%	-41.6%	-35.6%	-28.0%	-31.3%	-35.2%	-42.7%	-48.8%	-47.4%

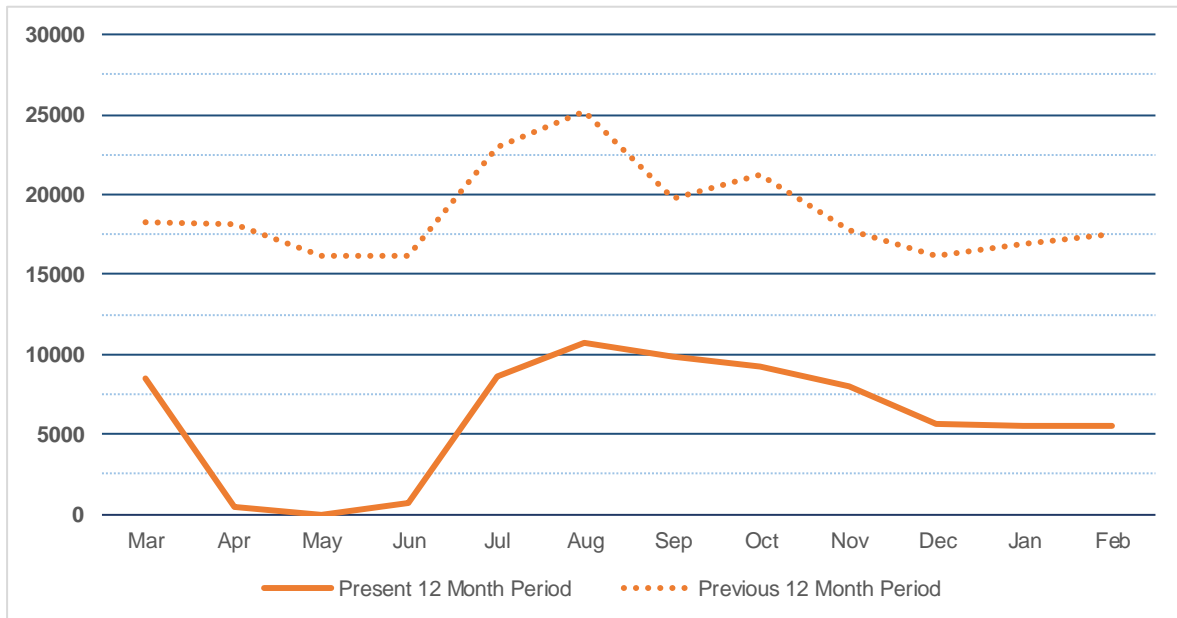
	Feb-20	Feb-21		
_audiobook	733	484	-249	-34.0%
_biography	600	356	-244	-40.7%
_express	723	198	-525	-72.6%
_fiction	5770	4112	-1658	-28.7%
_foreign_language	340	157	-183	-53.8%
_juv_audiobook	117	61	-56	-47.9%
_juv_fiction	15027	6134	-8893	-59.2%
_juv_foreign	292	111	-181	-62.0%
_juv_movie	3456	753	-2703	-78.2%
_juv_nonfiction	3674	1492	-2182	-59.4%
_magazine	149	96	-53	-35.6%
_movie	13120	4860	-8260	-63.0%
_music	2502	1526	-976	-39.0%
_new_book	2774	1633	-1141	-41.1%
_nonfiction	5810	2862	-2948	-50.7%
_ya_av	191	86	-105	-55.0%
_ya_fiction	1339	1119	-220	-16.4%
_ya_nonfiction	311	153	-158	-50.8%
_Electronic Content Use	6843	7549	706	10.3%

Circulation Profile:	Feb-20	Feb-21	
_audiobook	1.1%	1.4%	0.3%
_biography	0.9%	1.0%	0.1%
_express	1.1%	0.6%	-0.5%
_fiction	8.9%	12.1%	3.1%
_foreign_language	0.5%	0.5%	-0.1%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	23.2%	18.0%	-5.2%
_juv_foreign	0.5%	0.3%	-0.1%
_juv_movie	5.3%	2.2%	-3.1%
_juv_nonfiction	5.7%	4.4%	-1.3%
_magazine	0.2%	0.3%	0.1%
_movie	20.2%	14.2%	-6.0%
_music	3.9%	4.5%	0.6%
_new_book	4.3%	4.8%	0.5%
_nonfiction	9.0%	8.4%	-0.6%
_ya_av	0.3%	0.3%	0.0%
_ya_fiction	2.1%	3.3%	1.2%
_ya_nonfiction	0.5%	0.4%	0.0%
_Electronic Content Use	10.6%	22.1%	11.6%



CIRCULATION SUMMARY

RIVERFRONT LIBRARY



	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 Month Period	8554	491	9	650	8644	10739	9807	9186	7995	5654	5579	5533
Previous 12 Month Period	18225	18154	16156	16222	22931	25192	19736	21240	17738	16212	16888	17557
	-53.1%	-97.3%	-99.9%	-96.0%	-62.3%	-57.4%	-50.3%	-56.8%	-54.9%	-65.1%	-67.0%	-68.5%

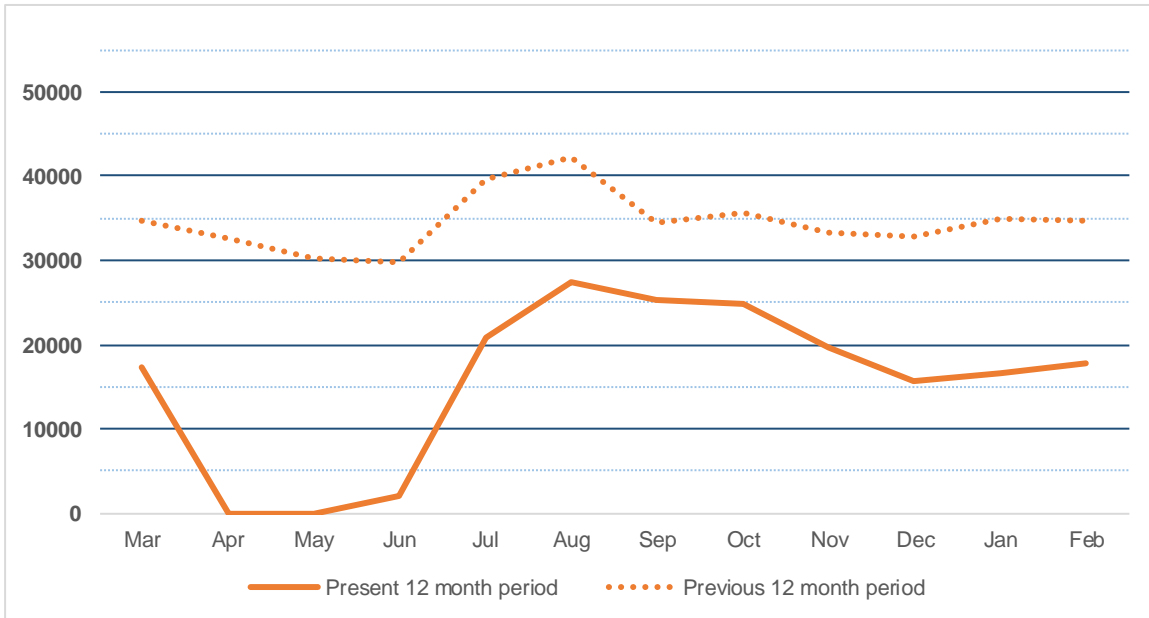
	Feb-20	Feb-21		
_audiobook	138	68	-70	-50.7%
_biography	130	71	-59	-45.4%
_express	503	78	-425	-84.5%
_fiction	1211	854	-357	-29.5%
_foreign_language	205	78	-127	-62.0%
_juvenile_audiobook	8	4	-4	-50.0%
_juvenile_fiction	3892	1071	-2821	-72.5%
_juvenile_foreign	210	42	-168	-80.0%
_juvenile_movie	1389	135	-1254	-90.3%
_juvenile_nonfiction	731	227	-504	-68.9%
_magazine	8	13	5	62.5%
_movie	5056	1198	-3858	-76.3%
_music	242	205	-37	-15.3%
_new_book	572	201	-371	-64.9%
_nonfiction	1713	651	-1062	-62.0%
_young_adult_av	110	33	-77	-70.0%
_young_adult_fiction	674	373	-301	-44.7%
_young_adult_nonfiction	51	28	-23	-45.1%

Circulation Profile:	Feb-20	Feb-21	
_audiobook	0.8%	1.2%	0.4%
_biography	0.7%	1.3%	0.5%
_express	2.9%	1.4%	-1.5%
_fiction	6.9%	15.4%	8.5%
_foreign_language	1.2%	1.4%	0.2%
_juvenile_audiobook	0.0%	0.1%	0.0%
_juvenile_fiction	22.2%	19.4%	-2.8%
_juvenile_foreign	1.2%	0.8%	-0.4%
_juvenile_movie	7.9%	2.4%	-5.5%
_juvenile_nonfiction	4.2%	4.1%	-0.1%
_magazine	0.0%	0.2%	0.2%
_movie	28.8%	21.7%	-7.1%
_music	1.4%	3.7%	2.3%
_new_book	3.3%	3.6%	0.4%
_nonfiction	9.8%	11.8%	2.0%
_young_adult_av	0.6%	0.6%	0.0%
_young_adult_fiction	3.8%	6.7%	2.9%
_young_adult_nonfiction	0.3%	0.5%	0.2%



CIRCULATION SUMMARY

GRINTON I. WILL LIBRARY



	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 month period	17208	37	25	2033	20880	27527	25283	24861	19726	15789	16573	17752
Previous 12 month period	34765	32680	30315	29811	39635	42145	34552	35766	33251	32841	35005	34799
	-50.5%	-99.9%	-99.9%	-93.2%	-47.3%	-34.7%	-26.8%	-30.5%	-40.7%	-51.9%	-52.7%	-49.0%

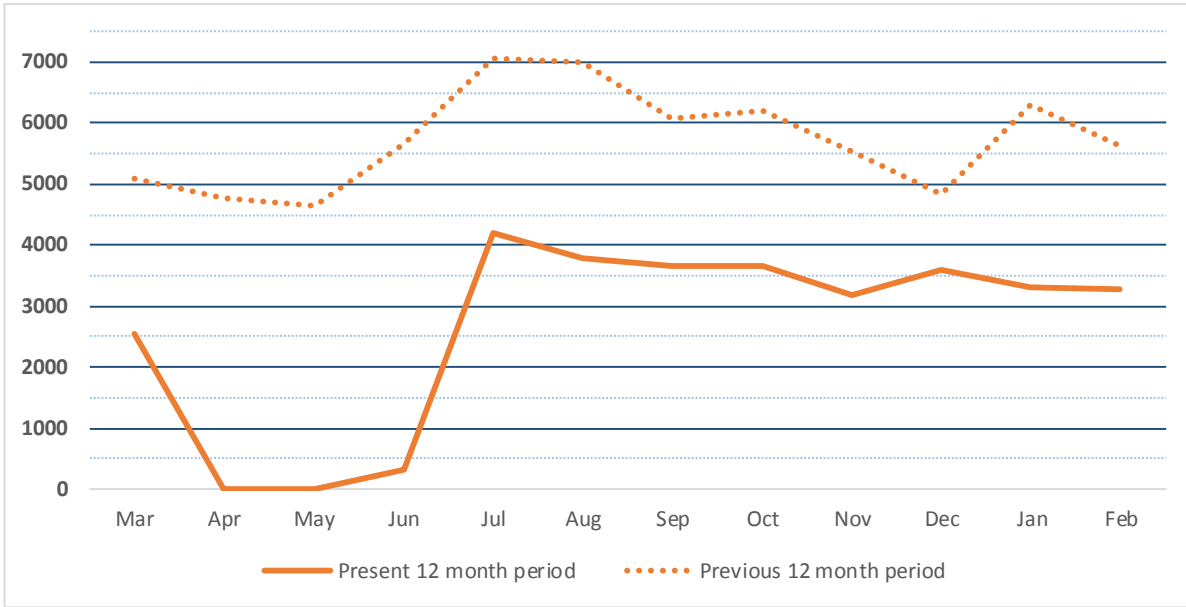
	Feb-20	Feb-21		
_audiobook	523	356	-167	-31.9%
_biography	404	235	-169	-41.8%
_express	186	107	-79	-42.5%
_fiction	3880	2736	-1,144	-29.5%
_foreign_language	114	79	-35	-30.7%
_juv_audiobook	85	40	-45	-52.9%
_juv_fiction	9607	4405	-5,202	-54.1%
_juv_foreign	78	65	-13	-16.7%
_juv_movie	1799	592	-1,207	-67.1%
_juv_nonfiction	2393	957	-1,436	-60.0%
_magazine	92	53	-39	-42.4%
_movie	7074	3140	-3,934	-55.6%
_music	2087	1226	-861	-41.3%
_new_book	1875	1104	-771	-41.1%
_nonfiction	3531	1755	-1,776	-50.3%
_ya_av	38	36	-2	-5.3%
_ya_fiction	578	621	43	7.4%
_ya-nonfiction	195	102	-93	-47.7%

Circulation Profile:	Feb-20	Feb-21	
_audiobook	1.5%	2.0%	0.5%
_biography	1.2%	1.3%	0.2%
_express	0.5%	0.6%	0.1%
_fiction	11.1%	15.4%	4.3%
_foreign_language	0.3%	0.4%	0.1%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	27.6%	24.8%	-2.8%
_juv_foreign	0.2%	0.4%	0.1%
_juv_movie	5.2%	3.3%	-1.8%
_juv_nonfiction	6.9%	5.4%	-1.5%
_magazine	0.3%	0.3%	0.0%
_movie	20.3%	17.7%	-2.6%
_music	6.0%	6.9%	0.9%
_new_book	5.4%	6.2%	0.8%
_nonfiction	10.1%	9.9%	-0.3%
_ya_av	0.1%	0.2%	0.1%
_ya_fiction	1.7%	3.5%	1.8%
_ya-nonfiction	0.6%	0.6%	0.0%



CIRCULATION SUMMARY

CRESTWOOD LIBRARY



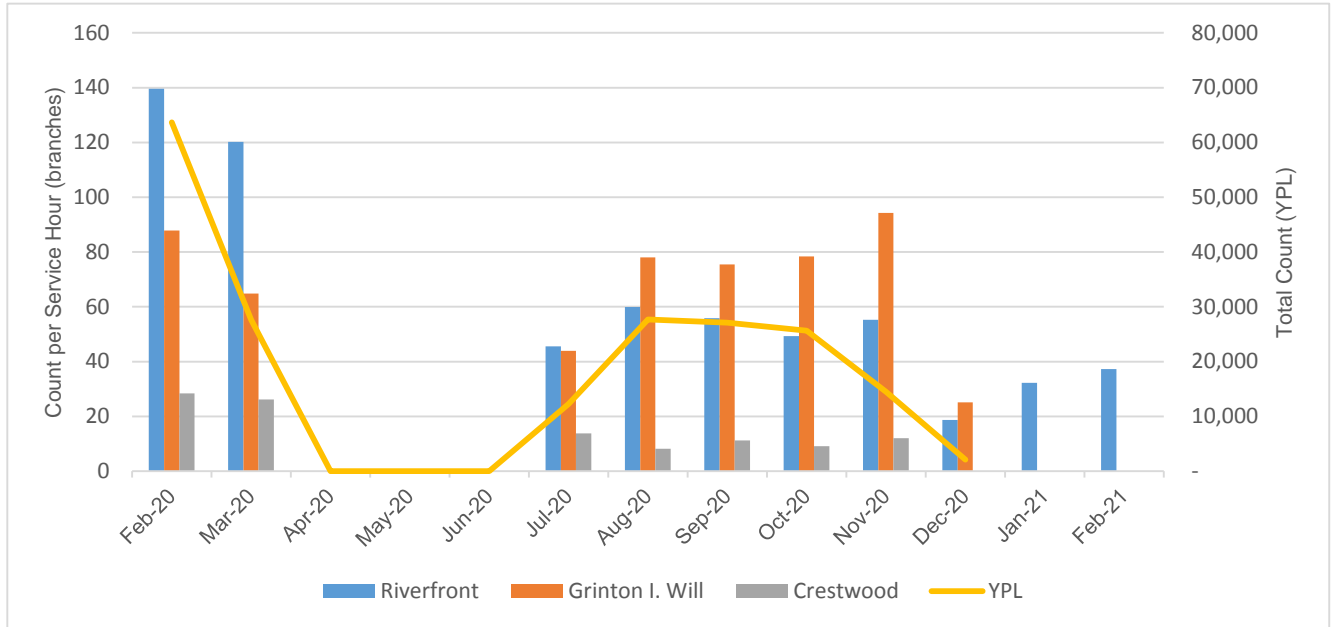
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 month period	2540	2	11	323	4208	3778	3663	3663	3180	3602	3319	3290
Previous 12 month period	5085	4779	4635	5657	7074	6990	6063	6210	5539	4823	6300	5617
	-50.0%	-100.0%	-99.8%	-94.3%	-40.5%	-46.0%	-39.6%	-41.0%	-42.6%	-25.3%	-47.3%	-41.4%

	Feb-20	Feb-21		
_audiobook	72	60	-12	-16.7%
_biography	66	50	-16	-24.2%
_express	34	13	-21	-61.8%
_fiction	679	522	-157	-23.1%
_foreign_language	21	0	-21	-100.0%
_juv_audiobook	24	17	-7	-29.2%
_juv_fiction	1528	658	-870	-56.9%
_juv_foreign	4	4	0	0.0%
_juv_movie	268	26	-242	-90.3%
_juv_nonfiction	550	308	-242	-44.0%
_magazine	49	30	-19	-38.8%
_movie	990	522	-468	-47.3%
_music	173	95	-78	-45.1%
_nonfiction	566	456	-110	-19.4%
_new_book	327	328	1	0.3%
_ya_av	43	17	-26	-60.5%
_ya_fiction	87	125	38	43.7%
_ya_nonfiction	65	23	-42	-64.6%

Circulation Profile:	Feb-20	Feb-21	
_audiobook	1.3%	1.8%	0.5%
_biography	1.2%	1.5%	0.3%
_express	0.6%	0.4%	-0.2%
_fiction	12.1%	15.9%	3.8%
_foreign_language	0.4%	0.0%	-0.4%
_juv_audiobook	0.4%	0.5%	0.1%
_juv_fiction	27.2%	20.0%	-7.2%
_juv_foreign	0.1%	0.1%	0.1%
_juv_movie	4.8%	0.8%	-4.0%
_juv_nonfiction	9.8%	9.4%	-0.4%
_magazine	0.9%	0.9%	0.0%
_movie	17.6%	15.9%	-1.8%
_music	3.1%	2.9%	-0.2%
_nonfiction	10.1%	13.9%	3.8%
_new_book	5.8%	10.0%	4.1%
_ya_av	0.8%	0.5%	-0.2%
_ya_fiction	1.5%	3.8%	2.3%
_ya_nonfiction	1.2%	0.7%	-0.5%



TURNSTILE COUNTS



	Riverfront			Grinton I. Will			Crestwood			YPL Total Count
	Count	Hours	Per Hour	Count	Hours	Per Hour	Count	Hours	Per Hour	
Feb-20	34,327	246	140	22,854	260	88	6,476	228	28	63,657
Mar-20	15,623	130	120	8,948	138	65	3,084	118	26	27,655
Apr-20										-
May-20										-
Jun-20										-
Jul-20	6,052	133	46	5,837	133	44	399	29	14	12,288
Aug-20	11,865	198	60	15,460	198	78	390	48	8	27,715
Sep-20	11,284	202	56	15,236	202	75	574	51	11	27,094
Oct-20	9,999	203	49	15,214	194	78	435	48	9	25,648
Nov-20	6,186	112	55	7,918	84	94	398	33	12	14,502
Dec-20	887	47.5	19	1,192	47.5	25	-	-	0	2,079
Jan-21	3,319	103	32				-	-	0	
Feb-21	4,134	111	37				-	-	0	

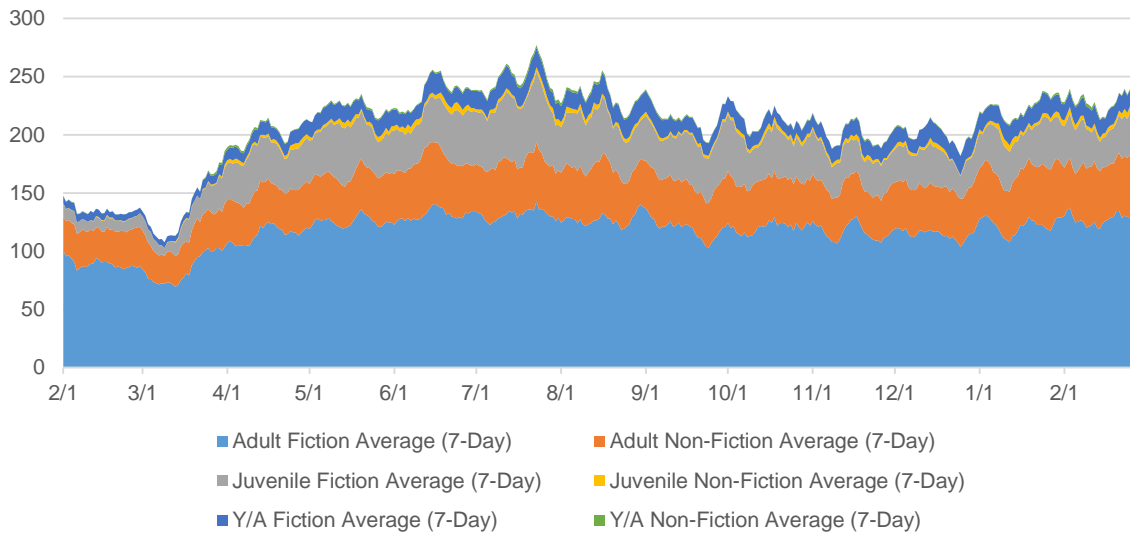
Source: Gate counters at public entrances of all three buildings. Figures include staff entries and exits.

Notes: All buildings closed 2/1-2/2, 2/18 due to snow; Grinton I. Will data unavailable due to equipment failure; Crestwood remained closed.



ELECTRONIC RESOURCES SUMMARY

Daily OverDrive Checkouts



	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Feb-20	2536	892	280	9	160	4	3881
Mar-20	2713	950	587	30	209	22	4511
Apr-20	3464	1095	1080	77	327	29	6072
May-20	3892	1257	1224	102	422	32	6929
Jun-20	3960	1402	1201	130	432	29	7154
Jul-20	4039	1396	1568	103	499	62	7667
Aug-20	3981	1370	1285	96	514	42	7288
Sep-20	3519	1198	1213	64	387	22	6403
Oct-20	3734	1239	1125	90	343	17	6548
Nov-20	3501	1165	868	80	404	17	6035
Dec-20	3564	1269	891	77	448	16	6265
Jan-21	3795	1471	1073	118	473	34	6964
Feb-21	3530	1353	960	116	415	35	6409

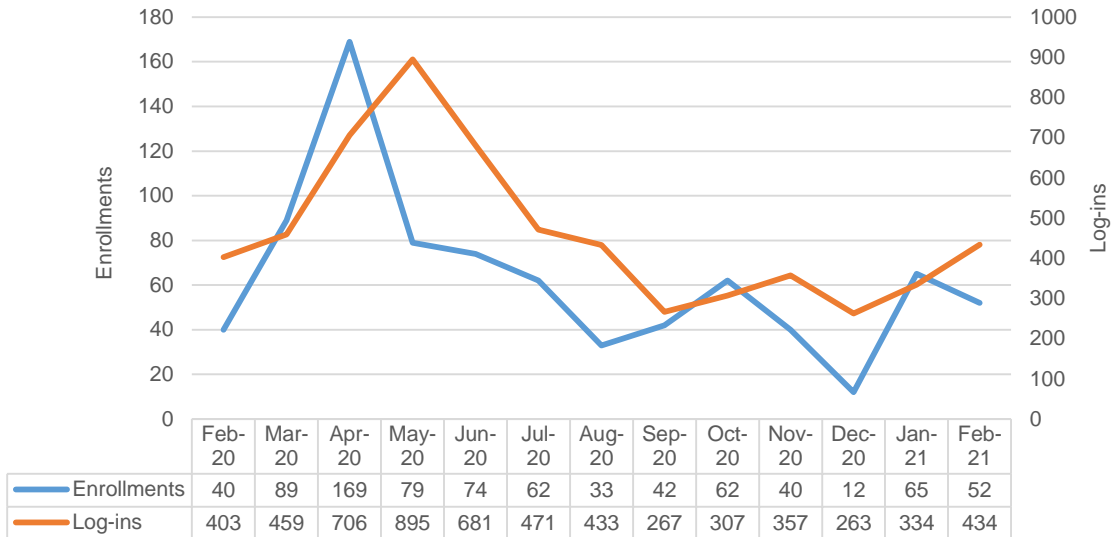
ELECTRONIC RESOURCES SUMMARY

Hoopla Circulation

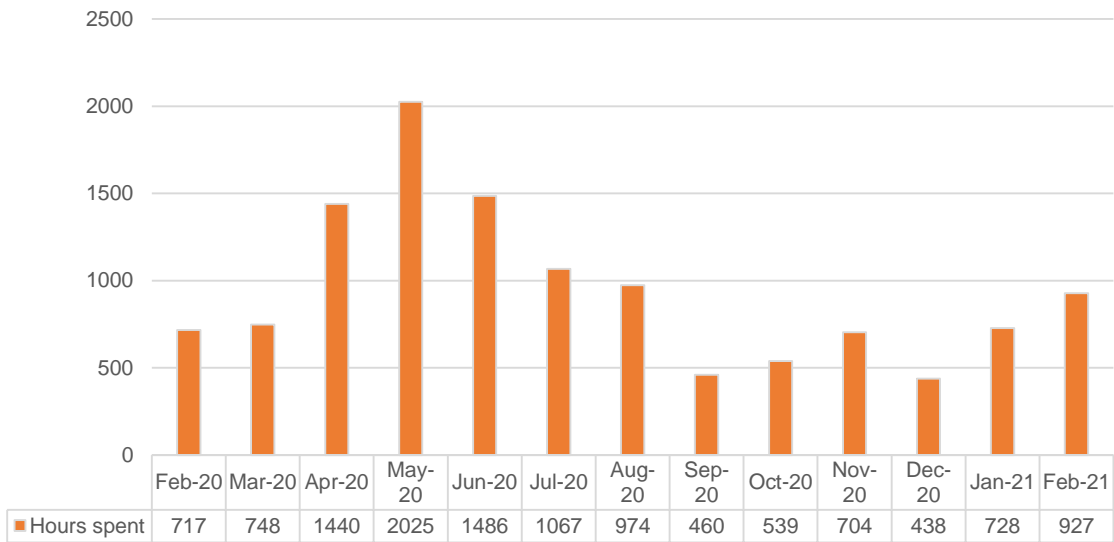
	Audiobook	Comic	eBook	Movie	Music	Television	Total	New Patrons
Feb-20	272	49	176	74	55	49	675	10
Mar-20	386	111	312	204	70	147	1230	78
Apr-20	423	183	463	247	54	154	1524	52
May-20	416	147	451	185	70	191	1460	41
Jun-20	391	123	407	206	50	101	1278	34
Jul-20	379	107	403	147	52	143	1231	49
Aug-20	446	132	377	148	43	133	1279	14
Sep-20	421	115	325	147	49	162	1219	19
Oct-20	344	86	336	193	50	129	1138	17
Nov-20	337	125	328	152	42	130	1114	19
Dec-20	344	105	370	147	57	90	1113	26
Jan-21	416	123	378	112	46	129	1204	37
Feb-21	317	134	319	172	51	151	1144	24

ELECTRONIC RESOURCES SUMMARY

Gale Courses

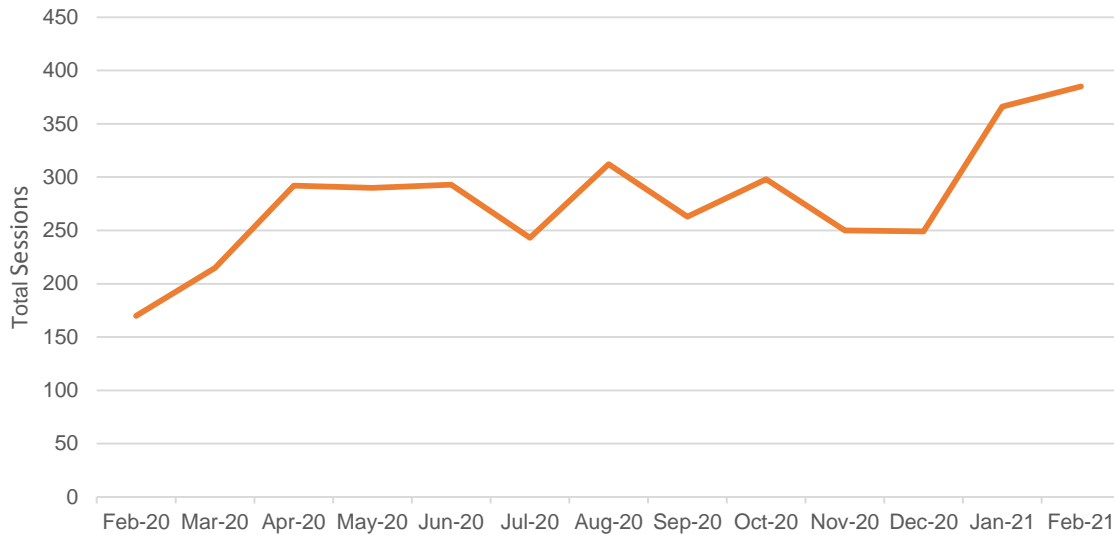


Gale Courses



ELECTRONIC RESOURCES SUMMARY

Mango Languages



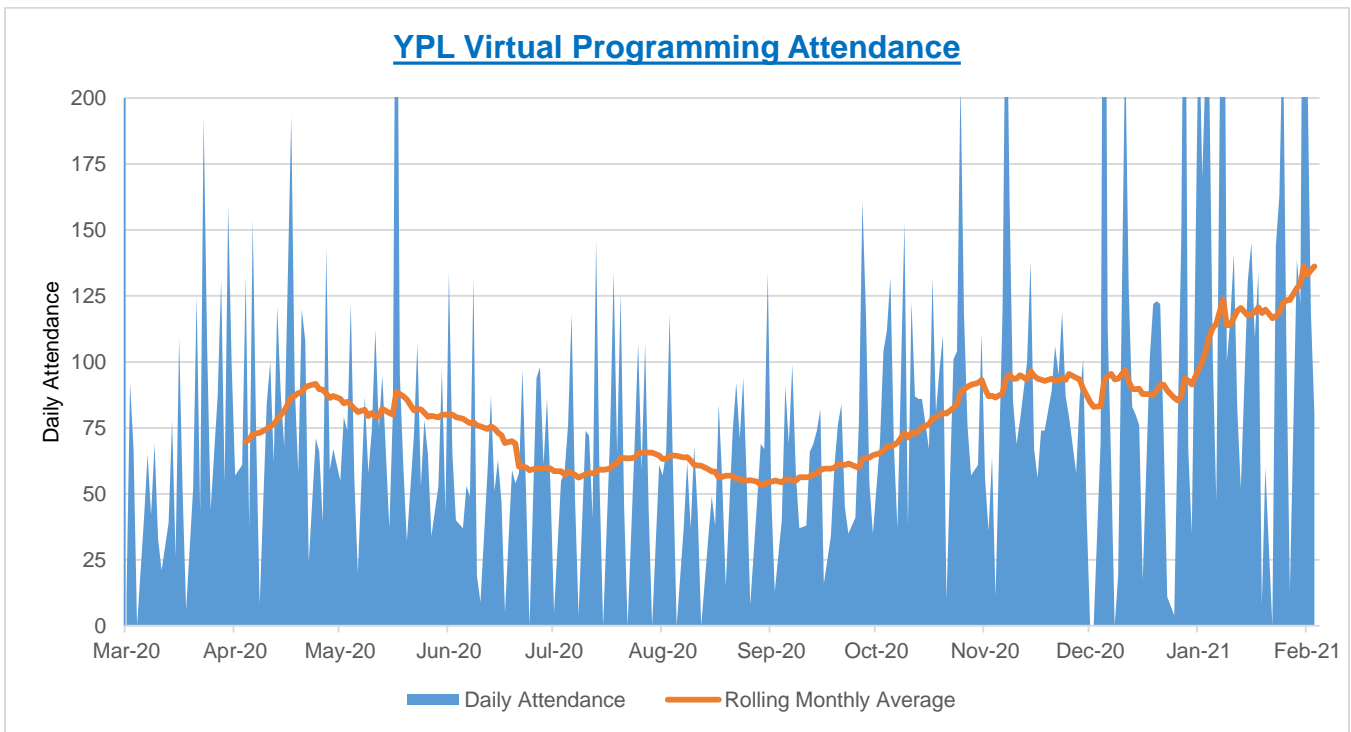
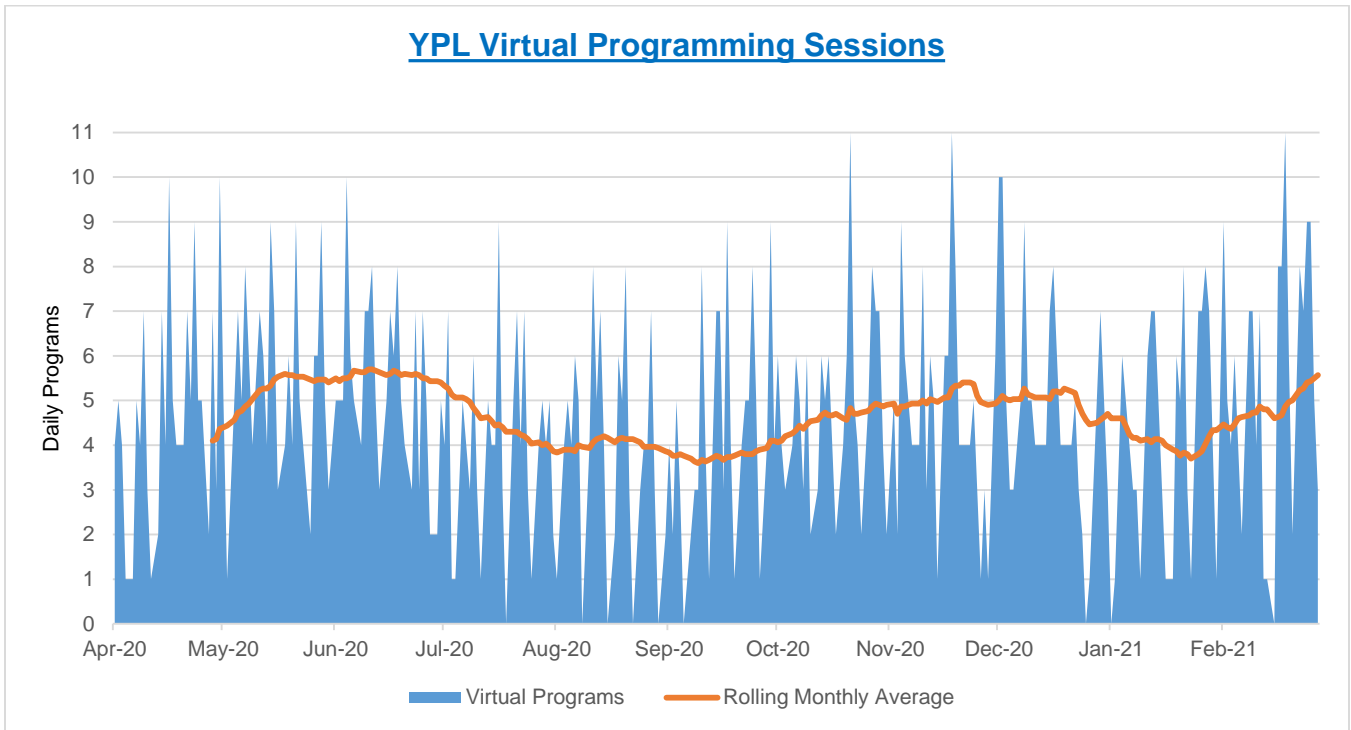
	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
Total Sessions:	170	215	292	290	293	243	312	263	298	250	249	366	385
Total Course Uses:	157	199	286	276	283	203	278	266	316	255	245	340	372
Mobile Sessions:	83	81	91	148	154	113	190	167	156	99	103	219	225
Avg Session Length (min):	15	16	17	16	12	15	17	13	15	14	13	17	17
Total Learning Time (hours):	42.5	59.1	81.2	79.3	60.4	60.1	89.4	56.5	75.4	59.6	55.4	102.1	106.4

COURSES

	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
Spanish, Latin American	46	69	75	87	87	59	99	95	130	111	121	104	99
ESL Spanish (Latin American)	16	28	51	61	53	52	82	27	54	16	17	35	74
Japanese	4	2	4	6	14	16	18	15	19	9	2	29	50
Italian	10	31	41	27	13	4	7	3	30	29	23	24	28
Arabic, Egyptian	0	1	0	0	0	0	0	0	0	2	2	12	26
Hindi	1	0	0	0	3	0	0	0	1	0	1	2	25
French	21	19	22	21	12	9	9	12	3	9	8	11	12
Portuguese (Brazil)	7	0	14	2	0	1	0	1	1	1	0	25	9
Russian	1	2	7	15	24	18	10	43	11	9	5	11	7
Arabic, Levantine	14	12	15	10	7	3	2	20	12	1	7	11	7
German	6	12	7	17	26	10	10	7	1	5	6	0	5
Turkish	1	0	0	0	0	10	10	3	1	6	0	0	5
Icelandic	4	7	8	0	0	0	0	12	3	0	4	3	3
Malayalam	1	0	1	0	0	0	0	2	1	0	0	9	3
Pirate	0	1	1	0	1	0	0	1	3	2	2	3	3
Classroom English for Bengali	0	0	0	0	0	0	0	0	1	0	0	6	3
Serbian	0	0	0	0	0	0	0	0	0	0	0	0	3
Text Talk	0	0	3	0	0	0	0	0	0	1	3	0	2
Korean	1	2	6	16	16	2	8	7	13	21	9	13	1
Arabic, MSA	1	0	0	0	1	1	0	0	1	12	24	12	1
Hebrew	1	0	0	0	0	0	15	9	13	3	0	0	1
Pashto	1	0	0	0	0	0	0	1	1	1	0	1	1
Shakespearean English	0	0	1	0	2	0	0	1	0	0	0	0	1
Swedish	0	0	0	0	1	0	0	0	0	0	1	0	1
Hawaiian	0	0	0	0	0	0	0	0	1	0	0	0	1
Irish (Standard)	0	0	0	0	0	0	0	0	0	0	0	0	1



VIRTUAL PROGRAMMING SUMMARY



<u>Total Programs</u>	<u>Total Attendance</u>
1,357	23,698

NOTE: Through February 28. Attendance on non-Zoom platforms represent estimates.



BOOK STOCK

FOR THE MONTH OF FEBRUARY 2021

RIVERFRONT LIBRARY	2021	2020
Number of volumes at end of previous month	145,953	
Number of volumes added this month	475	
TOTAL	146,428	
Number of volumes lost/withdrawn this month	0	
TOTAL VOLUMES RIVERFRONT LIBRARY	146,428	152,055
GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	147,581	
Number of volumes added this month	680	
TOTAL	148,261	
Number of volumes lost/withdrawn this month	121	
TOTAL VOLUMES GRINTON I. WILL BRANCH	148,140	148,031
CRESTWOOD BRANCH		
Number of volumes at end of previous month	29,022	
Number of volumes added this month	161	
TOTAL	29,183	
Number of volumes lost/withdrawn this month	0	
TOTAL CRESTWOOD BRANCH	29,183	27,185
TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	323,751	327,271