

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, May 21, 2020

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Meeting ID:

973 0058 1279

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**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
MAY 21, 2020**

MINUTES

[ACTION ITEM] Approve Minutes of Meeting April 16, 2020.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointment:

Luis Barcelo, Custodial Worker, \$43,259.00/yr, eff. 5/15/2020

COMMITTEE REPORTS

Finance, Budget & Planning- Maron, Jannetti, Puglia

[ACTION ITEM] The following certificates will expire:

6/04/2020 Contributions Fund, Sterling National Bank, 14 mo. CD, \$27,440.62, 2.75%

6/04/2020 Saunders Book Fund, Sterling National Bank, 15 mo. CD, \$75,074.78, 2.75%

6/26/2020 Rita G. Murphy Memorial Fund, Sunnyside Federal Bank, 15 mo. CD,
\$5,507.13, 2.75%

Employee Relations - Maron, Puglia

Buildings & Grounds - Maron, Saraceno

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Ilarraza, Mack

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #815

UNFINISHED BUSINESS

FY21 Budget Update

Library Reopening Policies & Procedures

NEW BUSINESS

EXECUTIVE SESSION

NEXT MEETING DATE: Thursday, June 18, 2020



YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
APRIL 16, 2020

ATTENDANCE

TRUSTEES:	Nancy Maron Josephine Ilarraza Stephen Jannetti Joseph Puglia John Saraceno Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Brandon Neider, PC Tech. I
GUESTS:	Arnaldo Torres, Rose Aviles, Getty Giordana, Carmela McManus, Ed Walsh, Sumie Hernandez-Moss, Phil Poggiali, Mary Nowak, Kay Donahue, Mary Robison, Edward Amato, Mary Ann Penzero, Jennifer Clarke

The Board Meeting was held electronically via ZOOM ®, Conference ID# 930 604 987

The Board Meeting began at 7:04 p.m.

MINUTES

On motion of Tr. Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of March 30, 2020.

MANAGEMENT REPORT

Director Montero announced that Governor Cuomo had extended the New York State PAUSE Act through at least May 15 and as a result the Library has extended its closure through May 15 as well.

Director Montero reported that virtual programming has expanded considerably since closing. As many as ten programs are available to the public on any day and are as diverse as they were before closing. Director Montero also shared with the Board patron and staff testimonials highlighting the success of some of these virtual programs.

Director Montero also reported that public service has continued over the phone. More than 120 library cards have been processed since closing, many of which have been children, and librarians from all three branches remain available Monday-Friday, 10:00 am-4:00 pm, for public service. Director Montero also reported that the phone system has been used to support “Dial-A-Story”, a successful new program wherein a family can call for a recorded or live story spoken by a staff member.

Director Montero announced that the Library’s community service has also continued since closing. The Library has donated all of its 3D printers to local Yonkers hospitals to help keep up with demand for personal protective equipment for healthcare workers as well as other technology to City of Yonkers and Yonkers Public Schools staff to help adjust and coordinate their response to the COVID-19 pandemic. The Library also stuffed over 20 large bags of books to be distributed to families of homebound students at various “Grab n Go” sites throughout the city.

Director Montero shared with the Board the Library’s website updated with a blog, new YouTube content of various “How-to” videos for popular electronic resources and story time on demand, as well as new styling that will enhance the appearance of the Library’s presence on the web as the public remains homebound during the pandemic.

Director Montero thanked the staff for their creative solutions and enthusiasm as the Library has shifted to a different service model.

Administration and the Board discussed ideas to more aggressively promote the availability of Library services while the buildings remain closed and what role libraries will play in the recovery of society at large.

UNION REPRESENTATIVE’S REPORT

Representative Neider expressed the Union’s disappointment with the termination of former Librarian I Daniel Sabol. Rep. Neider also stated that he had received numerous complaints alleging misconduct by the former Administrator of the Will Branch. Pres. Maron asked Rep. Neider to maintain a level of civility and to raise allegations of misconduct in writing via channels already previously discussed.

WLS REPORT

Tr. Puglia announced that the next WLS Board of Trustees was scheduled for May 5 and would have a report of it at the next meeting.

PERSONNEL REPORT

NONE

COMMITTEE REPORTS

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

Employee Relations - Maron, Puglia.

Buildings & Grounds - Maron, Saraceno

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti, Mack

Foundation update: Pres. Maron had no update.

PAYMENT OF BILLS

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #814.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

Director Montero announced that the Mayor had just released his proposed Executive Budget for the fiscal year ending 2021. The Library requested \$10,240,000 and received approximately \$1 million less than requested. The difference was largely a result of the City waiving its building rental fees and the denial of a request for additional positions. Director Montero was reasonably pleased with the proposed budget considering the expected economic impact of COVID-19. The Board also discussed strategies to engage the City Council as they review the proposed Executive Budget.

Management discussed with the Board ideas for a plan to reopen its buildings whenever appropriate. Director Montero and Pres. Maron asked the Board to be prepared to review and adjust various Library policies and procedures in the upcoming month to better meet social distancing and public health guidelines. Director Montero invited the Board to join him at a virtual town hall event in the following week and to share his weekly updates within their personal networks.

Pres. Maron noted the passing of Pat Sheerin, mother of Chris Sheerin and wife of Dr. Bill Sheerin. Chris is a clerk at the Crestwood Branch and Dr. Sheerin served as President of the YPL Board of Trustees for over 20 years.

NEXT BOARD MEETING DATE – Thursday, May 21, 2020 at 7:00 p.m. at a location to be determined.

On motion of Tr. Sabatino, the Meeting adjourned at 8:11 p.m.

Jesse Montero
Library Director & Secretary

Yonkers Public Library Bill List APRIL 2020

<u>Vendor Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS			
OVERDRIVE	MATERIALS	4/21/2020	224.93
OVERDRIVE	MATERIALS	4/21/2020	333.99
OVERDRIVE	MATERIALS	4/21/2020	561.65
OVERDRIVE	MATERIALS	4/13/2020	1,427.93
OVERDRIVE	MATERIALS	4/13/2020	1,625.71
TOTAL			4,174.21
CONTRIBUTIONS FUNDS			
HAWKINS, SARAH	HOMEWORK HELPER	4/8/2020	315.00
SOBOL, DANIEL	NOTARY PUBLIC EXAM/CLASS	4/8/2020	197.15
TOTAL			512.15



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
April 2020

Date	Num	Memo	Amount
Amazon.com			
04/16/2020	433386588843	purell wipes-covid-19	334.96
04/16/2020	459534944487	gloves-covid 19	8.02
04/16/2020	468736885879	purell wipes-covid 19	57.99
04/16/2020	747739873633	sani hand wipes-covid-...	221.85
04/16/2020	798898733476	purell wipes-covid-19	427.77
04/30/2020	444534386698	labels	41.68
04/30/2020	444933833839	program supplies	36.84
04/30/2020	447899784548	p-touch tape	23.98
04/30/2020	448378934399	materials	448.40
04/30/2020	448777689699	dazzle recorder	45.38
04/30/2020	453364947859	program supplies	86.92
04/30/2020	458573396797	scotch double sided ta...	18.96
04/30/2020	459964367896	materials	65.00
04/30/2020	463335794393	2-drawer file cabinet	65.99
04/30/2020	464343858763	marketing holders	279.96
04/30/2020	464759665985	cleansing cloths	13.99
04/30/2020	467553747348	coffee	17.96
04/30/2020	467844647359	ez finder II telescope	39.99
04/30/2020	468573666386	radio walkie talkies	149.97
04/30/2020	468838946353	office supplies	95.99
04/30/2020	473578393388	materials	530.44
04/30/2020	474484634633	office supplies	46.61
04/30/2020	488647874745	measure tape	11.85
04/30/2020	538833855769	glue sticks	25.81
04/30/2020	574955477667	smead letter labels	44.46
04/30/2020	647536877635	marketing holders	279.96
04/30/2020	777444473966	craft supplies	122.55
04/30/2020	795853755774	supplies	82.98
04/30/2020	795859664833	cd-dvd sleeves	6.73
04/30/2020	833566467463	program supplies	18.17
04/30/2020	834585335866	disposable aprons	13.99
04/30/2020	83378933655	building base plates	33.98
04/30/2020	844953798598	avery labels	27.72
04/30/2020	846676387869	scotch double sided ta...	47.45
04/30/2020	855684465398	office supplies	13.50
04/30/2020	876458458684	hand cleaner	20.17
04/30/2020	894974496855	vhs cassette adapter	31.99
04/30/2020	94667375487	materials	20.18
04/30/2020	963676755866	lollipop hand drum	72.99
Total Amazon.com			3,933.13
American Express			
04/10/2020	March2020	software, materials	2,440.38
04/10/2020	March2020	software, materials	1,498.99
04/10/2020	March2020	software, materials	60.00
04/10/2020	March2020	software, materials	101.87
Total American Express			4,101.24
American Paper Supply (APP)			
04/16/2020	J1236828	sanitizer stands-covid-...	700.00
Total American Paper Supply (APP)			700.00
Amoils, Roseanne			
04/16/2020	75	job coach (zoom)	382.50
Total Amoils, Roseanne			382.50
Andrew Aledort Music			
04/30/2020	41620	guitar instruction-face...	100.00
Total Andrew Aledort Music			100.00
Cablevision Lightpath			
04/30/2020	100291691	internet 4/1-4/30/20	5,233.55
04/30/2020	100291700	phones 3/1-3/31/20	3,546.85

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 April 2020

Date	Num	Memo	Amount
Total Cablevision Lightpath			8,780.40
Cablevision Optimum			
04/16/2020	07803544469apr20	cable boxes 4/1-4/30/20	16.80
04/30/2020	07803065546apr20	cable box 4/8-5/7/20 will	8.40
Total Cablevision Optimum			25.20
Cengage Learning			
04/16/2020	70124206	subscription	16,000.00
04/16/2020	70124206	subscription	600.00
Total Cengage Learning			16,600.00
Con Edison (Consolidated Edison)			
04/30/2020	5909214217apr20	gas charges 5/1/19-4/1...	313.38
Total Con Edison (Consolidated Edison)			313.38
Crown A/C Heat & Power			
04/16/2020	13001	repairs	280.00
Total Crown A/C Heat & Power			280.00
Crown Janitorial			
04/16/2020	454106-1	gloves-covid-19	342.72
04/16/2020	453495-2	janitorial supplies	90.51
Total Crown Janitorial			433.23
Dear Reader.com			
04/30/2020	INV-33682	e-book alerts subscrip...	2,500.00
Total Dear Reader.com			2,500.00
Demco			
04/16/2020	6786301	tattle tape	479.98
04/16/2020	6788499	subject labels	16.88
Total Demco			496.86
DPW Pasny			
04/16/2020	FEB-20	electric charges	5,295.87
04/16/2020	FEB-20	electric charges	622.48
Total DPW Pasny			5,918.35
Gambhir, Satish			
04/30/2020	YCRSG1	mindful monday 2/10/20	100.00
Total Gambhir, Satish			100.00
Germino, Damien			
04/10/2020	1152	stress reduction on zo...	70.00
04/30/2020	1153	yoga and origami (zoom)	280.00
Total Germino, Damien			350.00
Gibbons Family Fitness			
04/30/2020	GFF	yoga for yogis 12/19/19	75.00
Total Gibbons Family Fitness			75.00
GovConnection			
04/16/2020	57593750	microsoft surface pro	1,513.09
04/16/2020	57617773	lcd monitor and cables	253.68
04/16/2020	57622314	lift stand	157.17
04/16/2020	57600326	microsoft surface dock	161.54
Total GovConnection			2,085.48
Gruppuso Plumbing			
04/30/2020	14-20-R1	children's restroom re...	3,546.00

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 April 2020

Date	Num	Memo	Amount
04/30/2020	13-20-R1	restroom repairs	2,238.00
Total Gruppuso Plumbing			5,784.00
Heitner, Lois H.			
04/30/2020	27	chair yoga	150.00
Total Heitner, Lois H.			150.00
Keane & Beane			
04/30/2020	56478	professional services	3,693.00
04/30/2020	56479	professional services	367.50
Total Keane & Beane			4,060.50
Larkin, Julie			
04/30/2020	030720	valentine card making ...	100.00
Total Larkin, Julie			100.00
LE Health Inc.			
04/30/2020	040820	yoga for yogis 12/5/19-...	500.00
04/30/2020	040920	yoga for yogis	150.00
Total LE Health Inc.			650.00
Ledesma, Solyaris			
04/30/2020	042120	kids zumba	50.00
Total Ledesma, Solyaris			50.00
Mackenzie Automatic Doors			
04/30/2020	400589	repairs	1,157.50
Total Mackenzie Automatic Doors			1,157.50
Metro Group, Inc.			
04/10/2020	PI 674590	cooling tower mainten...	836.50
Total Metro Group, Inc.			836.50
Nowak, Mary			
04/30/2020	030620	reimbursement progra...	40.10
Total Nowak, Mary			40.10
Office Dynamics			
04/16/2020	45069	contract rental	300.00
Total Office Dynamics			300.00
Open Systems			
04/30/2020	56082	fire alarms-glass rods	340.00
Total Open Systems			340.00
Oriental Trading			
04/16/2020	701983822-01	children program supp...	120.74
04/16/2020	701983822-02	children program supp...	113.36
Total Oriental Trading			234.10
Overdrive			
04/10/2020	01322CO20073660	materials e-books	2,795.41
04/10/2020	01322CO20074000	materials e-books	4,823.46
04/10/2020	01322CO20074122	materials e-books	4,286.55
Total Overdrive			11,905.42
Panek-Harris, Julia			
04/30/2020	030420JPH	sound meditation 3/4/20	200.00
Total Panek-Harris, Julia			200.00

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 April 2020

Date	Num	Memo	Amount
Platt, Daphne 04/30/2020	41620	dance with daphne (zo...	75.00
Total Platt, Daphne			75.00
Presedo, Vivian 04/30/2020	041620	reimbursement-gift ca...	115.80
Total Presedo, Vivian			115.80
Proquest 04/10/2020	70617210	digital sanborn	1,946.88
Total Proquest			1,946.88
Reilly, Shannon 04/30/2020	030520	yoga 3/5/20	50.00
Total Reilly, Shannon			50.00
Schall Hardware 04/16/2020	18316	maintenance supplies	39.52
Total Schall Hardware			39.52
Sirsi Dynix dbaEOS International 04/30/2020	INV02456	EOS web	2,121.36
Total Sirsi Dynix dbaEOS International			2,121.36
Sprague Operating Resources 04/30/2020	00010484148	oil-will branch	4,015.90
04/30/2020	00010484166	oil-crestwood branch	373.71
Total Sprague Operating Resources			4,389.61
Stanley Convergent 04/10/2020	17314379	credit memo	-24.77
04/10/2020	17314400	credit memo	-223.88
04/10/2020	17357300	cctv monitoring	68.56
04/10/2020	17358663	alarm system monitoring	457.88
Total Stanley Convergent			277.79
Sterling Sanitary Supply 04/16/2020	AM7782	monthly lease	300.00
04/30/2020	AM5766	monthly lease	300.00
04/30/2020	AN0372	monthly lease	300.00
Total Sterling Sanitary Supply			900.00
Thrive Reiki 04/30/2020	38	mindful monday 1/27/20	150.00
Total Thrive Reiki			150.00
Utica National Insurance Group 04/30/2020	00001031	auto-commercial policy	5,489.50
04/30/2020	00001031	auto-commercial policy	500.00
04/30/2020	00001031	auto-commercial policy	11,463.50
Total Utica National Insurance Group			17,453.00
Verizon 04/16/2020	9143372191apr20	phones 3/16-4/15/20	142.20
04/16/2020	9143373015apr20	phones 3/16-4/15/20	49.23
04/16/2020	9144109274apr20	phones 4/1-4/30/20	43.42
04/30/2020	9143372191may20	phones 4/16-5/15/20	141.02
04/30/2020	9143373015may20	phones 4/16-5/15/20	50.16
Total Verizon			426.03
Verizon Wireless			

11:36 AM

05/07/20

Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
April 2020

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
04/16/2020	9850186131	cell phones 2/11-3/10/20	173.82
04/16/2020	9850186132	cell phones 2/11-3/10/20	107.50
04/16/2020	9851122488	cell phones 2/24-3/23/20	371.10
04/30/2020	985227837	cell phones 3/11-4/10/20	600.00
04/30/2020	9852274838	cell phones 3/11-4/10/20	124.88
Total Verizon Wireless			1,377.30
WB Mason			
04/16/2020	209273044	supplies	52.15
04/30/2020	209572206	poster boards	57.72
Total WB Mason			109.87
TOTAL			<u>102,415.05</u>

YPL OPERATING BUDGET 2020

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month	YTD	Balance	% used
101	Salaries	6,489,818	6,489,818	4,042,212	710,185	4,752,397	1,737,421	73%
103	Temp Services	660,600	660,600	402,496	2,716	405,212	255,388	61%
150	Termination Payments	35,000	35,000	31,812	1,630	33,442	1,558	96%
198	Overtime	270,450	270,450	268,955	6,156	275,111	-4,661	102%
	Personal Services Total:	7,455,868	7,455,868	4,745,475	720,687	5,466,162	1,989,706	73%
280	Reference Materials	82,000	82,000	30,547	51,453	82,000	0	100%
	Materials Total	82,000	82,000	30,547	51,453	82,000	0	100%
301	Office Supplies	97110	97,110	47,684	2,326	50,010	47,100	51%
306	Janitorial Supplies	33100	33100	24,121	2216	26,337	6,763	80%
308	Wearing Apparel	2,971	2,971	0	0	0	2,971	0%
309	Fuel For Heating	85,500	85,500	26,005	4,390	30,395	55,105	36%
312	Hardware	7,025	7,025	3,804	123	3,927	3,099	56%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0%
314	Electrical Supplies	750	750	216	0	216	534	29%
327	Nursery Supplies	300	300	0	0	0	300	0%
361	Gas	2,000	2,000	1,216	313	1,529	471	76%
	Material and Supplies Total	229,756	229,756	103,046	9,367	112,413	117,343	49%
401	Insurance	32,575	32,575	26,586	5,989	32,575	0	100%
402	Telephones	63,900	63,900	36,382	5,375	41,757	22,143	65%
403	Printing	13,310	13,310	10,347	0	10,347	2,963	78%
404	Lights and Power	170,226	170,226	18,185	0	18,185	152,041	11%
405	Postage	3,800	3,800	405	0	405	3,395	11%
406	Freight and Express	500	500	62	0	62	438	12%
407	Equipment Maint. And Repair	45,700	45,700	21,743	1,189	22,932	22,768	50%
408	Rental of Equipment	14,280	14,280	2,947	1,200	4,147	10,133	29%
409	Building Maint. And Repair	78,000	78,000	32,867	1,703	34,570	43,430	44%
410	Milage Allowance	685	685	56	0	56	629	8%
413	Professional Fees	183,950	183,950	88,735	0	88,735	95,215	48%
415	Outside Labor & Related Charges	45,500	45,500	19,382	5,784	25,166	20,334	55%
419	Misc. Expenses	16,750	21164	19,388	0	19,388	1,776	92%
421	Rental of Space	750,000	750,000	0	0	0	750,000	0%
422	Janitorial Service	2,600	2,600	1,570	0	1,570	1,030	60%
424	Maint. Of Office Equipment	3200	3200	444.73	0	444.73	2755	14%
425	Subscriptions and Publications	121,183	121,183	86,674	18,547	105,221	15,962	87%
430	IT Hardware Maint.	44,000	44,000	23,820	2,163	25,983	18,017	59%
431	IT Software Licensing and Maint.	486,323	486,323	403,761	12,295	416,056	70,267	86%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	270	60	330	1,820	15%
446	Automobile Repair	6,000	6,000	2,831	0	2,831	3,169	47%
481	Binding of Books	700	700	582	0	582	118	83%
496	Special Projects	20,000	20,000	13,203	2,448	15,651	4,349	78%
	Contractual Services Total	2,105,332	2,109,746	810,241	56,754	866,994	1,242,752	41%
	Total Operating Budget	9,872,956	9,877,370	5,689,309	838,261	6,527,570	3,349,800	66%

**Management Report
Board Meeting
May 21, 2020**

All Yonkers Public Library (YPL) locations have been closed since the last board meeting on April 16, 2020. Our website and signage now state that we will be closed “until further notice.” A reopening date will be established when the Mid-Hudson Region reopens to Phase 1, when libraries are officially assigned to a reopening phase, and guidance from city and county authorities.

Reopening plans and preparations: In the meantime, YPL staff and administration are preparing for a safe and responsible reopening. YPL is procuring PPE equipment and supplies that will keep our staff and public safe and healthy and our buildings and materials sanitized. YPL has surveyed each of its three sites to determine changes that will be necessary to facilitate social distancing and minimize risk of infection. Plexiglass screens have been ordered and will be installed at service points; scanners will be mounted to enable self-check of library cards and materials; and furniture is being moved or repositioned to keep visitors from congregating too closely. Staff have already begun to declutter areas and prepare collections so that they will be easier to find, circulate, and re-shelve. They are also developing procedures for how to handle library materials and other processes. This should make the operation of our facilities much safer and smoother once we reopen. YPL administration has sought to make this a transparent and inclusive process, and have held meetings for all staff, and at the team and branch level to solicit ideas and concerns.

Virtual programming: In its second month of existence, YPL’s virtual programming curriculum continued to accelerate. In the 4 weeks since the last board meeting, the average number of programs per day has risen from under 4 to about 6. Daily average attendance for the second month was also much higher than in the first month, with several days averaging more than 100 patrons in attendance. Through May 14, the library has hosted over 200 programs, with a total attendance of 3,349. For more information on programs, please visit pages 21-22 of the board packet. Our virtual programming schedule was also enhanced through an update to our online calendar software (now called Signup). The result is a calendar that is easier to browse and search.



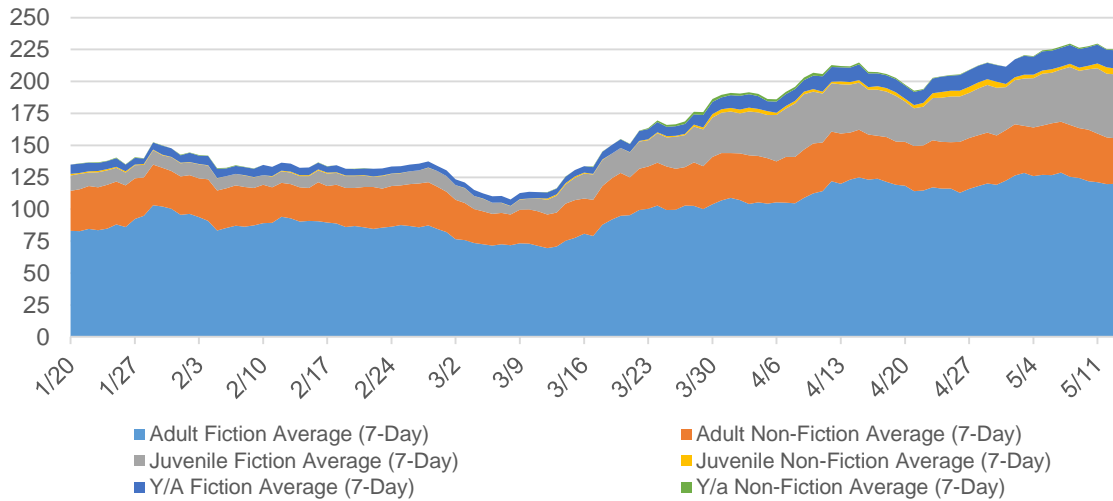
Digital services and online engagement: as our website and online platforms assume many of the services of our physical locations, use of our digital services and resources increased accordingly. Circulation on OverDrive, Hoopla, Freegal and Gale Courses are all up. Notably, checkouts for May have already surpassed all of April on OverDrive, our main eBook platform. All Facebook engagement metrics were up during the month of April. Our Youtube channel content has also grown considerably in the last month, which now includes tutorials and staff generated videos for National Library Week and a thank you video for essential workers. For more information, visit pages 23 of the board packet.

Updated style guide: being closed has given a rare opportunity to catch up on some overdue projects. One such project is a revised YPL style guide, which is intended to give a consistent look and feel for all YPL communications, ranging from print to web content. The style guide's recommendations are already being implemented on the website and calendar events. It will also be applied to print documents, including signage, which will become more visible once our libraries reopen.

Budget update: In the city's executive budget released last month, YPL's funding was reduced from \$9.873 million in FY20 to \$9.249 for FY21 (7/1/2020-6/2021). However, that reduction is due to waived fees (rent at Riverfront), and in effect there is a slight (1.4%) increase to the budget. Considering the economic toll of the COVID-19 crisis the library is pleased with this allocation. YPL and the Foundation for Yonkers Public Library (FYPL) mounted an advocacy campaign based on sustaining that funding level in the adopted budget. YPL administration appeared before the City Council budget to discuss the library's work over the last year, including its interim plan of service during closure, its plans for reopening, and the role it will play in the social and economic recovery from the COVID-19 crisis.

ELECTRONIC RESOURCES SUMMARY

Daily OverDrive Checkouts



Total OverDrive Checkouts

		COVID-19 Closure 3/15/2020 - 5/15/2020	Increase
Pre-closure (1/14/20 - 3/14/20)	7,996	12,390	55.0%
Same Period 2019 (1/13/19 - 3/14/19)	8,126		52.5%

	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Apr-19	2223	878	231	12	182	3	3529
May-19	2376	848	202	18	181	4	3629
Jun-19	2370	784	162	10	185	6	3517
Jul-19	2840	979	254	7	286	12	4378
Aug-19	3025	990	323	15	269	7	4629
Sep-19	2506	916	219	15	193	6	3855
Oct-19	2539	848	275	15	181	6	3864
Nov-19	2349	808	237	21	204	7	3626
Dec-19	2422	832	250	3	242	8	3757
Jan-20	2808	961	359	24	201	9	4362
Feb-20	2536	892	280	9	160	4	3881
Mar-20	2713	950	587	30	209	22	4511
Apr-20	3464	1095	1081	77	326	29	6072
May-20	3981	1225	1338	100	450	25	7119

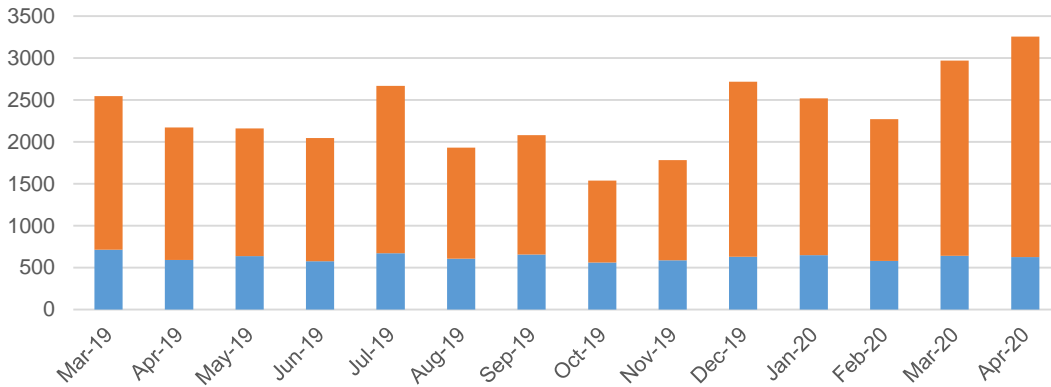
NOTE: May figures are projected

ELECTRONIC RESOURCES SUMMARY

Hoopla Circulation

	Audiobook	Comic	eBook	Movie	Music	Television	Total	New Patron
Mar-19	287	80	239	119	57	69	851	31
Apr-19	270	65	169	66	53	46	669	25
May-19	247	73	167	77	49	35	648	10
Jun-19	252	60	173	98	33	37	653	22
Jul-19	279	87	202	90	47	51	756	11
Aug-19	316	75	169	104	68	55	787	32
Sep-19	295	63	178	97	59	50	742	25
Oct-19	281	54	175	91	39	52	692	20
Nov-19	246	43	186	92	40	59	666	13
Dec-19	245	71	189	94	53	68	720	22
Jan-20	269	40	196	83	34	59	681	20
Feb-20	272	49	176	74	55	49	675	10
Mar-20	386	111	312	204	70	147	1230	78
Apr-20	423	183	463	247	54	154	1524	52

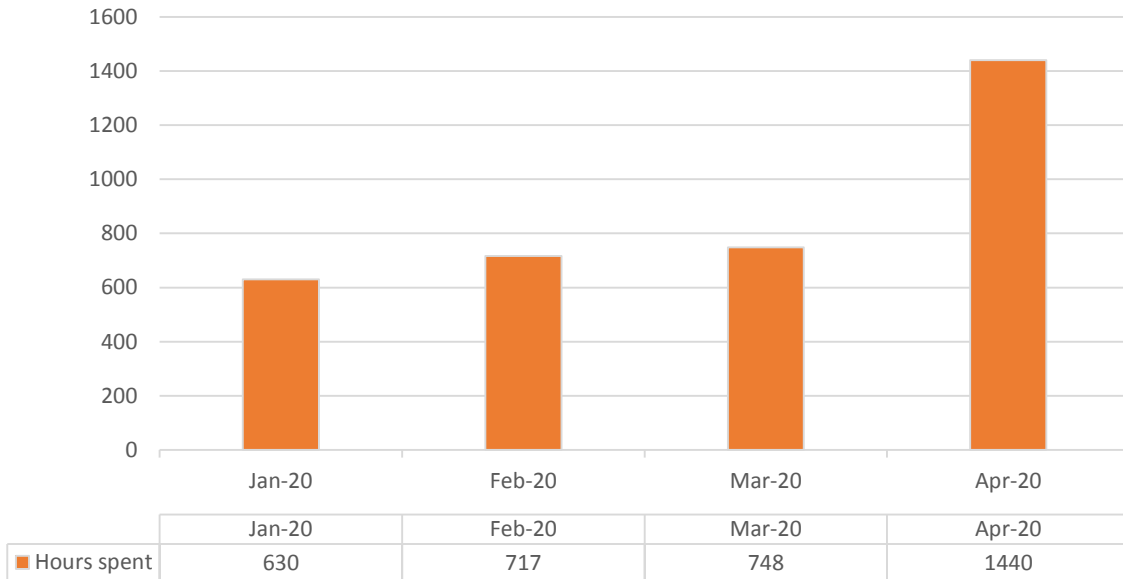
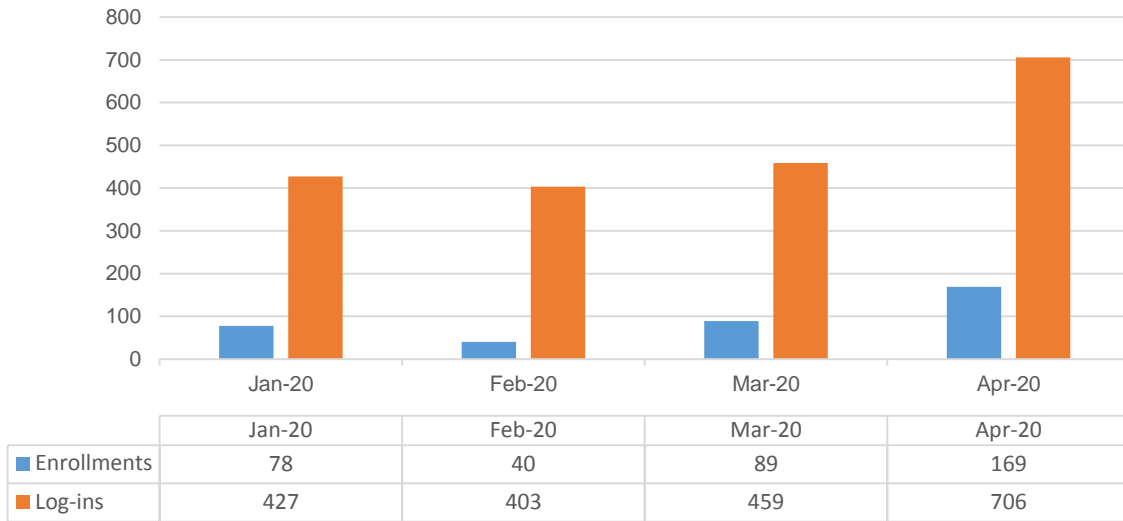
Freegal



	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20
Streaming	1830	1580	1521	1468	1995	1322	1423	977	1193	2087	1869	1692	2327	2631
Downloads	715	591	639	576	672	607	658	560	589	629	649	579	641	625

ELECTRONIC RESOURCES SUMMARY

Gale Courses



Dial-A-Story

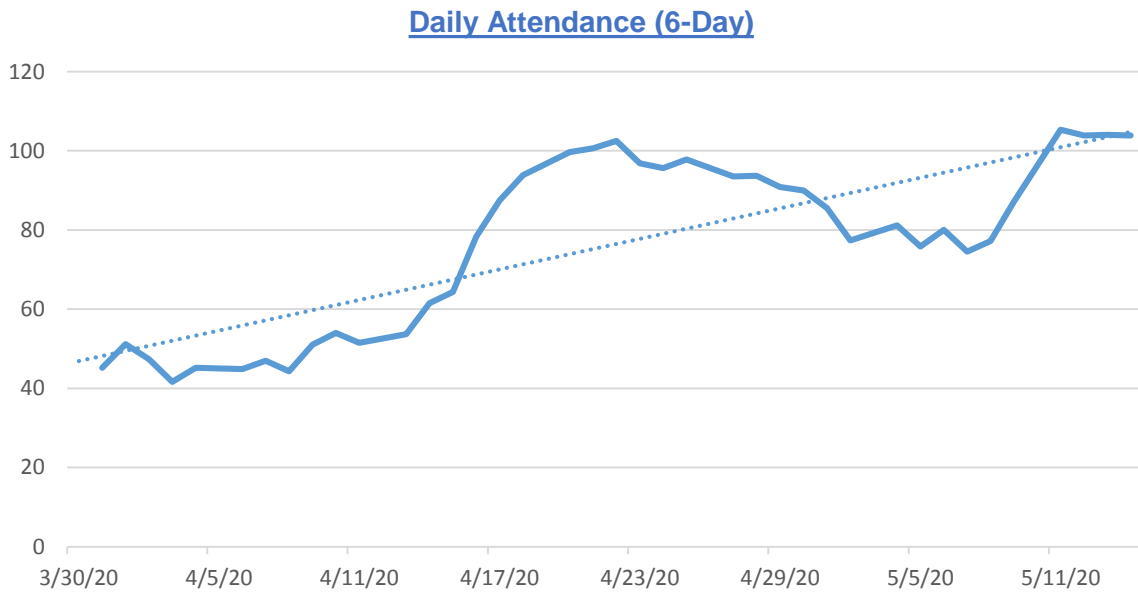
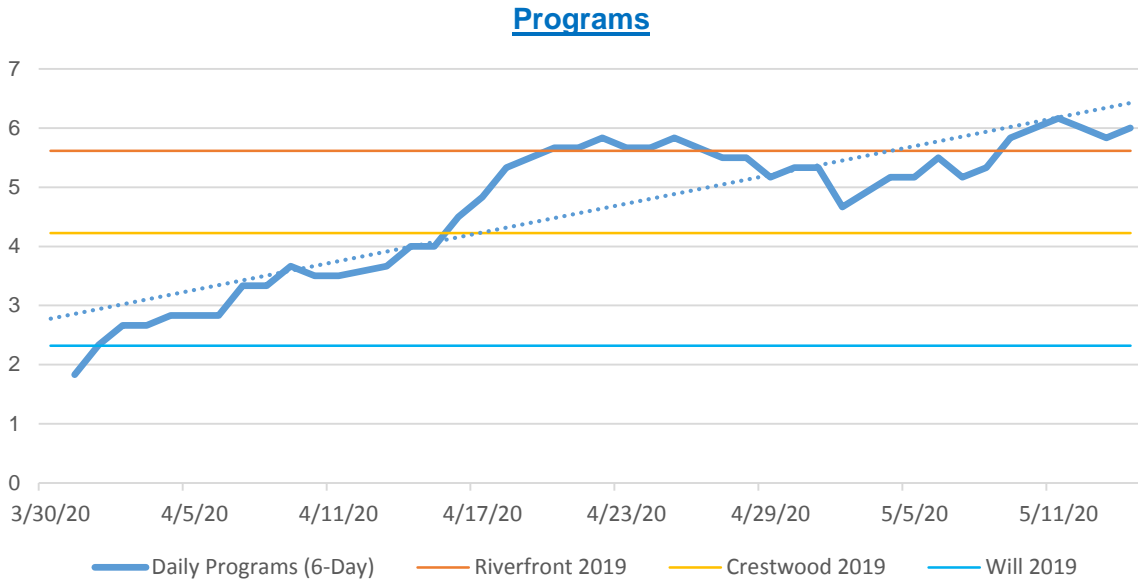
Inbound
458

Avg. Calls/Day
10.41



NOTE: April 5 - May 18

VIRTUAL PROGRAMMING SUMMARY



<u>Total Programs</u>	<u>Total Attendance</u>
202	3,349

NOTE: Through May 14. Attendance on non-Zoom platforms represent estimates.

VIRTUAL PROGRAMMING SUMMARY

ZOOM

<u>Program</u>	<u>Date</u>	<u>Att.</u>	<u>Program</u>	<u>Date</u>	<u>Att.</u>
Adult Book Club	4/16/20	32	Music + Movement w ith Chloe's Kids	3 sessions	26
Adult Readers Theater	4 sessions	97	Music with Mr. Kurt	4/22/20	10
ArchForKids: Make a Skyscraper	5/6/20	17	Mystery Monday	2 sessions	12
Assyrian American Oral History Project	2 sessions	7	New s & Brew s	7 sessions	185
Belly Dance Class	2 sessions	27	Origami for All	2 sessions	36
Book Reading w ith Krystia Basil	4/20/20	7	Podcast Club: S-Tow n Discussion	5 sessions	25
Books before Bedtime book discussion	3/25/20	6	Relax and Rejuvenate	5 sessions	68
Brave Little Red & Other Tales - Stories from	4/23/20	42	Scavenger Hunt Saturdays for Teens	4 sessions	36
Code a Video Game w ith Scratch	4/18/20	15	Senior Chat Time	14 sessions	84
Companies hiring now in Westchester	4/1/20	18	Sesión informativa sobre seguros de salud	5/8/20	11
Dance w ith Daphne	2 sessions	51	SO Magic, w ith The Circus Guy	4/14/20	21
Dungeons & Dragons Club	2 sessions	11	SO Messy, w ith The Circus Guy	4/28/20	25
English Conversation Group	14 sessions	174	Story Yoga:Princess and the Wizard	4/30/20	44
Family Lunch-Together Art	7 sessions	54	Stress Reduction: Breathing & Stretching Tec	3 sessions	32
Folk Art Fridays	4/24/20	8	Tech Drop-In: Ebooks	4 sessions	20
Freegal Music Tech Drop-in	2 sessions	11	Tech Drop-In: Libby	5/5/20	3
Genealogy w ith Mike and Mary	4/16/20	17	Tech Drop-In: Microsoft Office	3 sessions	11
Get Organized!	2 sessions	45	Tech Drop-In: Overdrive	5/12/20	2
Google Series: Google Sheets & Drive	2 sessions	23	Teen Book Cover Contest	4/22/20	10
Graham Clarke Music Show	5/7/20	17	Teen Check In	4/2/20	4
Health Insurance Information Session	5/1/20	8	Teen Hilarious Book Read	4/7/20	7
Intro to Python Coding	4/25/20	13	Teen Tuesday	5 sessions	104
Introduction to Excel 2013 *	5/8/20	12	The Bronx: The Way it Was	5/11/20	100
Introduction to Microsoft Publisher 2013 *	5/6/20	5	The Magic of Music and Movement: Animals!	5/9/20	37
Introduction to the Podcast Club	4/1/20	10	Tune in Thursdays for Teens	6 sessions	39
KAHOOT: National Library Week Online	4/24/20	32	Virtual Books before Bedtime - #1 Ladies'	3/25/20	6
Meditative Art	6 sessions	85	Yoga for Yogis w ith Mandy Engelke	8 sessions	296
Mindful Monday	7 sessions	289	Yonkers Thursday Lunch Club	4/16/20	21
Mosaic Studio on Zoom	4/25/20	11	YPL Movie Talk: Journey To Italy	5/11/20	9
Movie Discussion program	4/8/20	6	YPL Virtual Tow n Hall	3/26/20	38
Movie Talk at YPL	2 sessions	27	Zumba Class	4 sessions	134
Mozairt: Explore AI through Art & Music	5/9/20	3	Zumba for Kids	2 sessions	26
			Zumba w ith Sol	3 sessions	159

Facebook Live

<u>Topic</u>	<u>Date</u>	<u>Reach</u>	<u>Topic</u>	<u>Date</u>	<u>Reach</u>
Chapter a Day: The Wonderful Wizard of Oz	4/14/20	1240	Four-Thirty Fairy Tale	5/4/20	319
Chapter a Day: The Wonderful Wizard of Oz	4/15/20	675	Four-Thirty Fairy Tale	5/5/20	371
Chapter a Day: The Wonderful Wizard of Oz	4/16/20	873	Four-Thirty Fairy Tale	5/6/20	1243
Chapter a Day: The Wonderful Wizard of Oz	4/17/20	569	Four-Thirty Fairy Tale	5/7/20	295
Chapter a Day: The Wonderful Wizard of Oz	4/21/20	690	Four-Thirty Fairy Tale	5/8/20	391
Chapter a Day: The Wonderful Wizard of Oz	4/22/20	702	Four-Thirty Fairy Tale	5/11/20	1253
Chapter a Day: The Wonderful Wizard of Oz	4/23/20	963	Four-Thirty Fairy Tale	5/12/20	302
Chapter a Day: The Wonderful Wizard of Oz	4/24/20	506	Four-Thirty Fairy Tale	5/13/20	459
Folk Art Friday	3/20/20	248	Four-Thirty Fairy Tale	5/14/20	337
Four-Thirty Fairy Tale	4/27/20	367	Podcasting 101-Facebook Live	3/26/20	210
Four-Thirty Fairy Tale	4/28/20	403	Pots and Pans Jam with ZEV!	5/11/20	648
Four-Thirty Fairy Tale	4/29/20	433	Storytime with Mr. Ralph	4/21/20	27
Four-Thirty Fairy Tale	4/30/20	539	Storytime with Mr. Ralph	4/28/20	485
Four-Thirty Fairy Tale	5/1/20	400	Storytime with Mr. Ralph	5/5/20	271
			Storytime with Mr. Ralph	5/12/20	381

VIRTUAL PROGRAMMING SUMMARY

YouTube

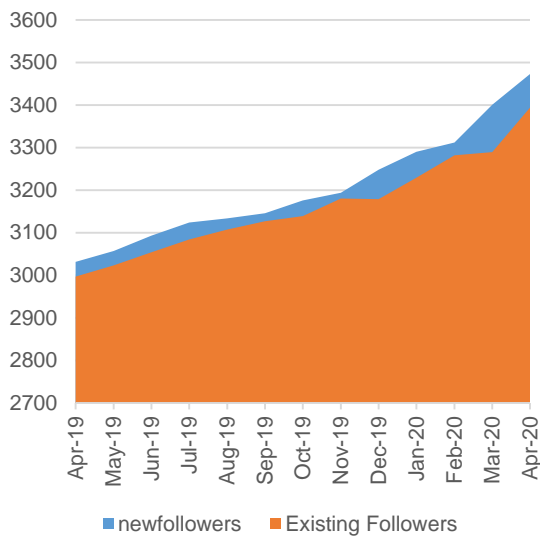
<u>Video title</u>	<u>Publish Date</u>	<u>Impres- sions</u>	<u>Views</u>	<u>Impressions / day online</u>	<u>Views / day online</u>	<u>Average view duration</u>	<u>Average percentage viewed (%)</u>
Gale Courses - Free online learning through the Yonkers Public Library	4/10/20	78	3	2.0	0.1	04:13	67.3
How to Sign Up for Hoopla using your Library Card	4/10/20	75	15	1.9	0.4	01:08	22.4
How-to Sign Up for Gale Courses using Yonkers Public Library Card	4/10/20	117	30	3.0	0.8	01:46	23.4
The Young Person's Poetry Slam at the Yonkers Public Library	4/15/20	82	12	2.4	0.4	01:32	12.4
Just In Time: Mango Languages	4/16/20	74	8	2.2	0.2	00:56	27.5
Cuento del dÃa: El Ratoncito, La Fresa Roja y Madura Y EL GRAN OSO HAMBRIENTO	4/17/20	140	10	4.4	0.3	00:56	25.2
George Plimpton at the Yonkers Public Library- Part 1	4/17/20	142	7	4.4	0.2	00:55	3.1
Longtime Sunshine Weezer play along lesson Live at Tiny Desk version	4/17/20	123	37	3.8	1.2	00:32	17.7
Storytime en Espanol by YPL Librarian Ana G.	4/17/20	94	3	2.9	0.1	00:27	2.7
Cat Stevens If You Want To Sing Out, Sing Out Play Along Guitar Lesson	4/19/20	246	60	8.2	2.0	01:14	20.9
Intermediate Excel 2013	4/20/20	151	3	5.2	0.1	00:06	0.4
Introduction to Excel 2013	4/20/20	143	4	4.9	0.1	18:08	53.2
Introduction to PowerPoint 2013 Part I	4/20/20	147	4	5.1	0.1	03:47	15.3
Introduction to PowerPoint Part II	4/20/20	158	3	5.4	0.1	00:14	0.9
Yonkers Public Library Music and Movement with Chloe's Kids Episode 1	4/20/20	329	73	11.3	2.5	08:27	34.6
Converting Internet Documents to PDF	4/21/20	155	4	5.5	0.1	01:09	31.5
Cuento del dÃa: No lles tu dragÃn a la biblioteca	4/21/20	218	25	7.8	0.9	00:42	15.4
George Plimpton at the Yonkers Public Library-Part 2	4/21/20	169	4	6.0	0.1	00:12	0.9
Just in Time: Kanopy	4/21/20	145	24	5.2	0.9	01:00	19.3
National Library Week 2020: Celebrating National Library Workers Day 2020	4/21/20	284	283	10.1	10.1	03:26	41.1
Cuento del dÃa: Ven, gatita, ven!	4/23/20	184	33	7.1	1.3	00:39	22.1
Fulton History- Research Tip	4/23/20	182	24	7.0	0.9	01:52	37.9
George Plimpton at the Yonkers Public Library- Part 3	4/23/20	164	4	6.3	0.2	00:06	0.7
Spanish Story 2/Cuento en espanol 2: EL LIBRO TALONARIO por Pedro Antonio de Alarc	4/23/20	151	16	5.8	0.6	05:38	39.0
Cuento del dÃa: Â¡Yo puedo leer con los ojos cerrados!	4/28/20	246	24	11.7	1.1	01:03	21.8
Yonkers Public Library 100th Anniversary Gala	4/29/20	142	9	7.1	0.5	00:38	3.3
Author Check tutorial	5/1/20	142	15	7.9	0.8	02:17	35.1
Cuento del dÃa: Maria Had a Little Llama / MarÃa TenÃa Una Llamita	5/3/20	124	29	7.8	1.8	00:54	29.6
If You Were Mine Lesson Playthrough Dexter Romweber Silvertone 1448	5/4/20	140	69	9.3	4.6	01:21	28.7
Just in Time: Learning Express Library	5/4/20	104	11	6.9	0.7	01:09	32.2
MindfulMondayMay4	5/4/20	100	19	6.7	1.3	06:14	14.9
Mindful Monday April 20 2020	5/5/20	71	2	5.1	0.1	00:05	0.2
MindfulMondayApril272020	5/5/20	105	7	7.5	0.5	06:06	15.4
Tumblebooks How-To download app on your mobile device using WLS/YPL card	5/6/20	103	15	7.9	1.2	00:53	31.4
Cuento del dÃa: Â¡Esperar no es fÃcil!	5/10/20	135	30	15.0	3.3	01:09	28.9
Cuento del dÃa: Buenas noches, luna	5/11/20	121	17	15.1	2.1	00:36	16.3
Anymore Live Josh Klinghoffer Play Along Lesson Chords	5/12/20	264	157	37.7	22.4	00:38	45.1
Freegal Tutorial	5/12/20	79	9	11.3	1.3	01:17	7.3
Storms Josh Klinghoffer Fleetwood Mac Cover Lesson	5/13/20	307	285	51.2	47.5	00:57	10.5
Spanish Omelet Sequence 01	5/15/20	75	50	18.8	12.5	02:27	40.1
Cuento del dÃa: Pete El Gato	5/17/20	40	3	20.0	1.5	00:09	3.3
Just in Time: Borrowing Ebooks & Audiobooks using Overdrive/Libby	5/17/20	33	4	16.5	2.0	00:35	8.3
Thank You Essential Workers!	5/18/20	27	54	27.0	54.0	01:55	49.3
Storytime with Miss Aili - 41 Episodes		3789 (92 per)	193 (5 per)	3.8	0.2		
Source: 4/10-5/18	TOTAL	9909	1694	254.1	43.4	02:17	26.9

SOCIAL MEDIA SUMMARY (FACEBOOK)

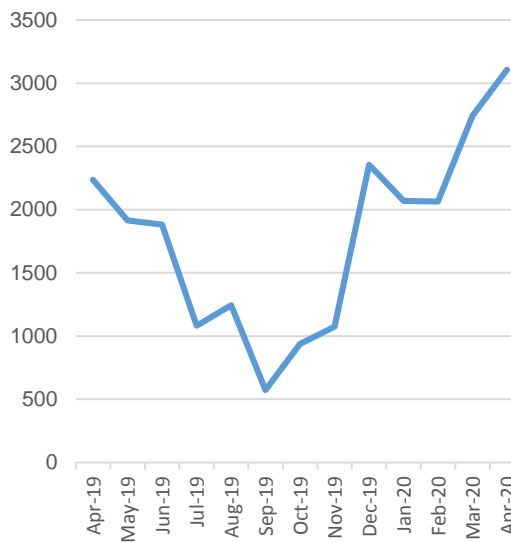
Performance for the selected 30 days compared to the previous period

Posts 109 ↑ 56%	Post Reach 33.9k ↑ 19%	Post Impressions 72.1k ↑ 47%	Link Clicks 450 ↑ 29%
Reactions 1,516 ↑ 40%	Engaged Users 3,107 ↑ 16%	Page & Post Engagements 5,546 ↑ 29%	New Fans 79 ↓ 28%

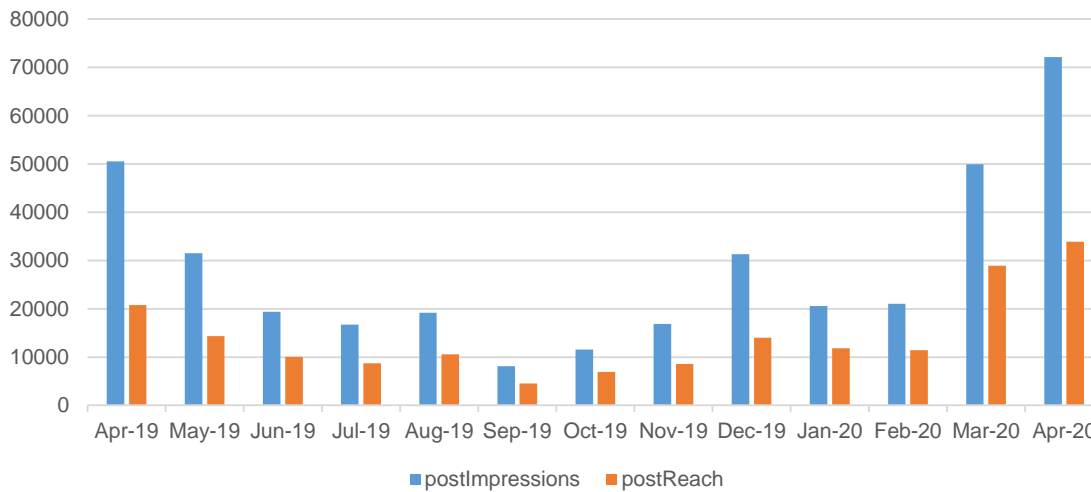
Followers



Engaged Users



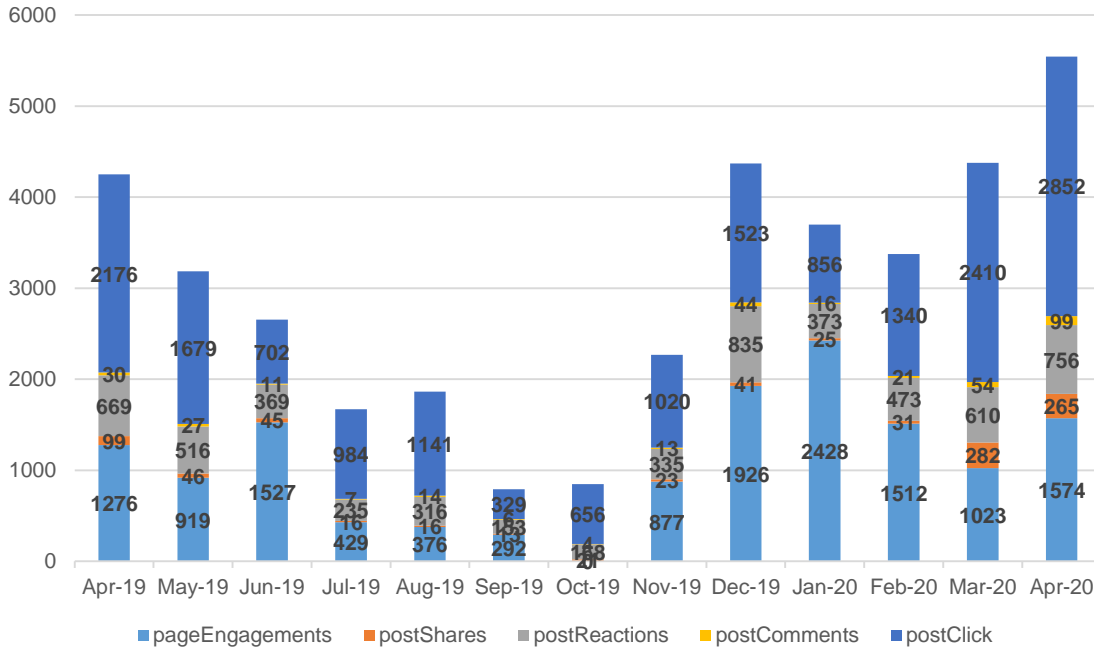
Audience



Impressions are the number of times a post from your page is displayed. For example, if someone sees a page update in their Facebook newsfeed and then sees that same update when a friend shares it, that counts as 2 impressions. **Reach** refers to the number of people who see your content, while impression refers to the number of times the content is displayed.

SOCIAL MEDIA SUMMARY (FACEBOOK)

Engagement



Engagement is any action someone takes on your Facebook Page or one of your posts. The most common examples are likes, comments, and shares, but it can also include checking in to your location or tagging you in a post

Posts and Stories	Engagements	Audience
<p>14 April 03:44 pm VIEW POST</p> <p>FREE Coding Classes for tweens and teens! The Yonkers Public Library is teaming up with the Digital Arts Experience of Westchester to bring you 2 awesome coding workshops. Seating is limited. Workshops will be delivered using Zoom. Checkout the flyer below and visit our website www.ypl.org and click Events. Click an event to register.</p>	<p>347 post clicks</p> <p>18 reactions</p> <p>2 comments</p> <p>30 shares</p>	<p>7,167 post impressions</p> <p>5,660 post reach</p>
<p>9 April 03:20 pm VIEW POST</p> <p>Another Virtual Program by YPL!</p> <p>Children and parents, call Yonkers Public Library to hear pre-recorded stories read in English and Spanish by YPL staff members. Our staff are recording new stories everyday! You can also call to listen to the "Poem of the Day" in celebration of Poetry Month. All of this is through one number and you have 3 options:</p> <p>Press 1 for a story Press 2 para un cuento en espanol Press 3 for the Poem of the day</p> <p>#VirtualProgramsforChildren #YonkersPublicLibrary #Poems #Books #VirtualReadings #CityofYonkers #PoemoftheDay #PoetryMonth #Children #Parents</p>	<p>137 post clicks</p> <p>21 reactions</p> <p>7 comments</p> <p>42 shares</p>	<p>4,771 post impressions</p> <p>4,053 post reach</p>

