

# **BOARD OF TRUSTEES**

## **MONTHLY MEETING**

**Thursday, June 18, 2020**

**Join Zoom Meeting**  
[zoom.us/j/95289267898](https://zoom.us/j/95289267898)

**Meeting ID:**  
952 8926 7898

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**YONKERS PUBLIC LIBRARY  
AGENDA FOR BOARD MEETING  
JUNE 18, 2020**

**MINUTES**

[ACTION ITEM] Approve Minutes of Meeting on May 21, 2020.

**MANAGEMENT REPORT**

**UNION REPRESENTATIVE'S REPORT**

**WLS REPORT**

**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, Ilarraza, Mack

Foundation Update

**RATIFY PAYMENT OF BILLS**

[ACTION ITEM] Schedule #816

**UNFINISHED BUSINESS**

[ACTION ITEM] Approval of COVID-19 Plan for Public Service and Code of Conduct



**NEW BUSINESS**

**EXECUTIVE SESSION**

**NEXT MEETING DATE:** Thursday, July 16, 2020



YONKERS PUBLIC LIBRARY  
BOARD MEETING  
ELECTRONIC MEETING  
MAY 21, 2020

**ATTENDANCE**

TRUSTEES:	Nancy Maron Josephine Ilarraza Stephen Jannetti Joseph Puglia Hon. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Tr. Puglia
UNION REPRESENTATIVE:	Dominick Savarese, President, SEIU 704B
GUESTS:	Carlos Figueroa, Rose Aviles, Brandon Neider, Arnaldo Torres, Emily Power, Elyse Schreiber, Carmela McManus, Zahra Baird, Alice DeWaters, Phyllis Cole, Phillip Poggiali, Rose Bannister, Eileen Fusco, Mary Robison, Sumie Hernandez-Moss, Justine Osterman, Biagio Capirchio, Tyisha Baker, Elizabeth Caruso, Christopher Sheerin, Gabriella Monaco, Matthew Hernandez, Betty Giordana, Odalys Aguilar, Christine Bittetti, Mary Ann Penzero, Jim Roberts

The Board Meeting was held electronically via ZOOM®, Conference ID# 973 0058 1279.

The Board Meeting began at 7:07 pm.

**MINUTES**

On motion of Trustee Puglia, seconded and unanimously carried, the Board approved the Minutes of the Meeting of April 16, 2020.



## **MANAGEMENT REPORT**

Director Montero announced that Yonkers Public Library has remained closed since the last meeting due to the COVID-19 pandemic and a reopening date has not been set. There is uncertainty of what “phase” of reopening libraries fall in, however Empire State Development recently declared that libraries and archives may perform some restricted services such as contact-less, or curbside, deliveries and pickups. Director Montero said that plans were being made to provide some of these permitted services.

Director Montero reported that personal protective equipment (PPE) and supplies continue to be ordered and stocked in anticipation of a reopening. The Library will have an ample supply of masks, gloves, hand sanitizer and other supplies to follow appropriate public health and social distancing guidelines.

Director Montero shared with the Board an updated code of conduct he believed will be required for a safe reopening, with new policies such as a mask and glove requirement for patrons, capped building occupancies and time limits for computer use.

Director Montero announced that some staff have volunteered to return to the buildings in limited shifts to prepare for an eventual reopening. These preparations include cleaning, de-cluttering, rearranging of furniture and equipment and the installation of PPE like plexiglass shields.

Director Montero updated the Board on YPL virtual programming and electronic resources. Over 200 programs have been offered since the closure with total attendance near 4,000, covering a wide variety of interests and as many as 10 in one day. Programming was also enhanced by the launch of a new scheduling product, Signup by Demco. Electronic resources like OverDrive and Gale also remained very popular, consistently setting new monthly highs in checkouts and enrollments.

Director Montero presented to the Board a new style guide. The guide is an effort to standardize the brand and appearance of YPL social media, flyers and signs and make them easily identifiable. The style provides rules for everything from fonts and colors to recommended vocabulary and language.

Director Montero updated the Board on the status of the Mayor’s proposed executive budget for FY2021 and the recent City Council hearing. The proposed YPL budget is a reduction from \$9,873,000 to \$9,249,000, however this reduction is offset by the elimination of rental fees YPL pays for the Riverfront Library at One Larkin Center. The net gain is an effective 1.4% budget increase. Management was hopeful following a budget hearing earlier in the week, however Director Montero acknowledged there could be further cuts due to expected shortfalls at the state and local level.

Director Montero and the Board thanked the public for the hundreds of letters and comments received by the City Council in support of YPL.

## **UNION REPRESENTATIVE’S REPORT**

Union President Dominick Savarese reported that he and union representatives recently met with Management to discuss security concerns related to reopening, especially at the Grinton I. Will Library and Crestwood Library. The Union and Director Montero agreed to meet again and plan addressing those concerns as soon as possible.

## **WLS REPORT**

Trustee Puglia reported that the topic of next month's meeting of the WLS Board of Trustees will be budgets and reopening protocols and if there would be a homogenous or individual strategy among member libraries as they reopen.

## **PERSONNEL REPORT**

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

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

## **COMMITTEE REPORTS**

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

President Maron reported that the Committee and other trustees met with both caucuses of the City Council in advance of its budget hearing and thanked Trustee Sabatino for arranging it.

On motion of Trustee Puglia, seconded and unanimously carried, the Board authorized Business Manager Presedo to renew or find accounts with the best rates for the following certificates:

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, Jannetti, Mack

Foundation update: President Maron reported that after receiving short notice of the hearing schedule, the Foundation quickly built a campaign for support at the hearings and thanked the public for the outpouring the City Council received on behalf of YPL. President Maron also reported that the Foundation met with YPS and YPL staff to begin the production of its Annual Gala scheduled on June 10 with special guest Julia Alvarez. Students will meet with

Ms. Alvarez for a live-streamed Q&A in the afternoon and later she will join the Foundation for its Gala in the evening.

Trustee Jannetti arrived at 7:39 pm.

### **PAYMENT OF BILLS**

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #815.

### **UNFINISHED BUSINESS**

Director Montero discussed the updated code of conduct. He acknowledged some of these policies will be a radical departure from the traditional model of service, but is necessary to follow public health guidelines and asked the Board to adopt it as a formal policy. The Board agreed to review the code of conduct and would vote on its approval at the meeting in June.

### **NEW BUSINESS**

NONE

**NEXT BOARD MEETING DATE** – Thursday, June 18, 2020 at 7:00 pm.

On motion of Trustee Puglia, the Meeting adjourned at 7:49 pm.

Jesse Montero  
Library Director & Secretary



# Yonkers Public Library

## Bill List May 2020

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
<b>CAPITAL FUNDS</b>				
BARNES & NOBLE		MATERIALS	5/18/2020	562.16
INDEPENDENT PUBLISHERS GROUP		MATERIALS	5/18/2020	35.96
MIDWEST TAPE		MATERIALS	5/18/2020	13.99
MIDWEST TAPE		MATERIALS	5/18/2020	18.89
MIDWEST TAPE		MATERIALS	5/18/2020	25.18
MIDWEST TAPE		MATERIALS	5/18/2020	25.33
MIDWEST TAPE		MATERIALS	5/18/2020	28.68
MIDWEST TAPE		MATERIALS	5/18/2020	45.47
MIDWEST TAPE		MATERIALS	5/18/2020	46.19
MIDWEST TAPE		MATERIALS	5/18/2020	55.27
MIDWEST TAPE		MATERIALS	5/18/2020	62.97
MIDWEST TAPE		MATERIALS	5/18/2020	71.00
MIDWEST TAPE		MATERIALS	5/18/2020	83.96
MIDWEST TAPE		MATERIALS	5/18/2020	105.65
MIDWEST TAPE		MATERIALS	5/18/2020	283.20
MIDWEST TAPE		MATERIALS	5/18/2020	652.60
OVERDRIVE		MATERIALS	5/12/2020	38.97
OVERDRIVE		MATERIALS	5/2/2020	55.00
OVERDRIVE		MATERIALS	5/4/2020	65.00
OVERDRIVE		MATERIALS	4/21/2020	224.93
OVERDRIVE		MATERIALS	5/10/2020	279.98
OVERDRIVE		MATERIALS	4/21/2020	333.99
OVERDRIVE		MATERIALS	5/17/2020	409.94
OVERDRIVE		MATERIALS	5/5/2020	481.94
OVERDRIVE		MATERIALS	4/21/2020	561.65
OVERDRIVE		MATERIALS	5/17/2020	609.30
OVERDRIVE		MATERIALS	5/17/2020	1,239.94
OVERDRIVE		MATERIALS	5/8/2020	1,278.43
OVERDRIVE		MATERIALS	4/27/2020	1,760.26
OVERDRIVE		MATERIALS	5/15/2020	3,539.20
<b>TOTAL</b>				<b>12,995.03</b>



**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
**May 2020**

Date	Num	Memo	Amount
Adams, Luann 05/14/2020	041020	storytelling (zoom)	100.00
Total Adams, Luann			100.00
Amazon.com			
05/14/2020	959658947694	elkay replacement filters	103.80
05/14/2020	987434367646	replacement ink pads	27.98
05/21/2020	435969598546	surgical masks (covid-...	99.30
05/21/2020	438588856385	disposable masks (cov...	17.92
05/21/2020	748998748434	sneeze guards (covid-...	1,074.00
05/21/2020	765459836953	adjustable face covers...	33.90
05/21/2020	873947736948	cotton face masks (co...	10.99
Total Amazon.com			1,367.89
American Express			
05/14/2020	xx6-7003April-2	software	205.37
05/14/2020	xx6-7003April-1	Covid- software, phones	683.37
05/14/2020	xx6-7003April-1	Covid- software, phones	55.45
Total American Express			944.19
Arch For Kids			
05/21/2020	343	green skyscrapers (vir...	200.00
Total Arch For Kids			200.00
Avila, Teresa			
05/14/2020	vr1ta	english conversation c...	250.00
Total Avila, Teresa			250.00
Bridgeall Libraries			
05/07/2020	SIN004685	annual subscription	21,060.00
Total Bridgeall Libraries			21,060.00
Brodart			
05/21/2020	554186	cd jewel cases	80.50
Total Brodart			80.50
Cablevision Lightpath			
05/21/2020	100306556	internet 4/1-4/30/20	5,233.57
05/21/2020	100306634	phones 4/1-4/30/20	3,546.85
Total Cablevision Lightpath			8,780.42
Cablevision Optimum			
05/07/2020	07803550279may20	internet & phones 4/23...	140.85
05/14/2020	07803544469may20	cable boxes 5/1-5/31/20	16.80
05/21/2020	07803065546May20	cable box 5/8-6/7/20	8.40
Total Cablevision Optimum			166.05
Chloe's Kids			
05/14/2020	YPL V1	music and movement c...	300.00
Total Chloe's Kids			300.00
Clarke, Graham			
05/21/2020	572020GC	music program (zoom)	200.00
Total Clarke, Graham			200.00
Con Edison (Consolidated Edison)			
05/21/2020	5990924217May20	gas 4/1-4/30/20	120.83
Total Con Edison (Consolidated Edison)			120.83
Crown Janitorial			

**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
 May 2020

Date	Num	Memo	Amount
05/21/2020	457182-1	janitorial supplies	3,264.31
<b>Total Crown Janitorial</b>			<b>3,264.31</b>
<b>Demco</b>			
05/21/2020	6797682	library supplies	3,095.70
05/21/2020	6798776	hand sanitizer (covid-19)	315.60
<b>Total Demco</b>			<b>3,411.30</b>
<b>Digital Arts Experience</b>			
05/14/2020	862	scratch coding worksh...	168.75
<b>Total Digital Arts Experience</b>			<b>168.75</b>
<b>Displays2Go</b>			
05/07/2020	PSI1509214	wall mount sign holders	149.35
<b>Total Displays2Go</b>			<b>149.35</b>
<b>Gallagher, Kurt</b>			
05/07/2020	200427	family music concert (...)	300.00
<b>Total Gallagher, Kurt</b>			<b>300.00</b>
<b>GovConnection</b>			
05/14/2020	57680387	computer accessories ...	2,388.75
05/14/2020	57683751	black usb kits (covid-19)	1,480.96
<b>Total GovConnection</b>			<b>3,869.71</b>
<b>Keane &amp; Beane</b>			
05/21/2020	57041	legal fees	840.00
<b>Total Keane &amp; Beane</b>			<b>840.00</b>
<b>LE Health Inc.</b>			
05/14/2020	043020	yoga for yogis (zoom)	225.00
05/14/2020	043020A	story yoga (zoom)	75.00
<b>Total LE Health Inc.</b>			<b>300.00</b>
<b>Metro Group, Inc.</b>			
05/14/2020	PI 680747	cooling tower mainten...	836.50
05/21/2020	PI 682921	face masks (covid-19)	300.00
<b>Total Metro Group, Inc.</b>			<b>1,136.50</b>
<b>Oliveras, Ivette</b>			
05/07/2020	4-25-20	belly dance class (zoom)	75.00
05/21/2020	5-9-20IO	belly dance class	75.00
<b>Total Oliveras, Ivette</b>			<b>150.00</b>
<b>Presedo, Vivian</b>			
05/07/2020	041920	employee reimbursem...	25.00
05/21/2020	51620VP	employee reimbursem...	202.65
<b>Total Presedo, Vivian</b>			<b>227.65</b>
<b>Schall Hardware</b>			
05/14/2020	18383	maintenance supplies ...	428.31
<b>Total Schall Hardware</b>			<b>428.31</b>
<b>SO FUN CITY, LLC</b>			
05/07/2020	1072	so magic workshop (o...	300.00
<b>Total SO FUN CITY, LLC</b>			<b>300.00</b>
<b>Thrive Reiki</b>			
05/07/2020	42	mindful monday progr...	225.00

12:27 PM  
 06/04/20  
 Accrual Basis

**YONKERS PUBLIC LIBRARY**  
**Bill List- Operating Account**  
 May 2020

Date	Num	Memo	Amount
Total Thrive Reiki			225.00
<b>Uline</b>			
05/21/2020	119578345	box trucks (covid-19)	1,031.45
05/21/2020	119578345	box trucks (covid-19)	22.47
05/21/2020	119578345	box trucks (covid-19)	2,096.08
05/21/2020	119578345	box trucks (covid-19)	242.04
Total Uline			3,392.04
<b>Verizon</b>			
05/07/2020	9147931065may20	phones 4/19-5/18/20	34.44
05/21/2020	9144109274May20	phones 5/1-5/31/20	43.42
05/21/2020	9143372191Jun20	phones 5/16-6/15/20	142.70
05/21/2020	9143373015Jun20	phones 5/16-6/15/20	49.29
Total Verizon			269.85
<b>Verizon Wireless</b>			
05/21/2020	9853192147	cell phones 3/24-4/23/20	347.50
05/21/2020	9854332121	cell phones 4/11-5/10/20	237.19
05/21/2020	9854332122	cell phones 4/11-5/10/20	117.14
Total Verizon Wireless			701.83
<b>WB Mason</b>			
05/14/2020	209948305	office supplies	265.99
05/21/2020	210056278	thermometers	509.94
05/21/2020	21009008	janitorial supplies	680.64
Total WB Mason			1,456.57
<b>Zev Haber Music by Zev</b>			
05/21/2020	4032	children's music conce...	125.00
Total Zev Haber Music by Zev			125.00
<b>TOTAL</b>			<b>54,286.05</b>

YPL OPERATING BUDGET 2020

Code	Account Name	Adopted Budget	Current Budget (with transfers)	Spent Previous Months	Spent This Month May	YTD	Balance	% used
101	Salaries	6,489,818	6,489,818	4,752,397	474,053	5,226,450	1,263,368	81%
103	Temp Services	660,600	660,600	405,212	1,400	406,612	253,988	62%
150	Termination Payments	35,000	35,000	33,442	0	33,442	1,558	96%
198	Overtime	270,450	270,450	275,111	0	275,111	-4,661	102%
	Personal Services Total:	7,455,868	7,455,868	5,466,162	475,453	5,941,615	1,514,253	80%
280	Reference Materials	82,000	82,000	82,000	0	82,000	0	100%
	Materials Total	82,000	82,000	82,000	0	82,000	0	100%
301	Office Supplies	97110	97,110	50,010	8,660	58,670	38,440	60%
306	Janitorial Supplies	33100	33100	26,337	5732	32,069	1,031	97%
308	Wearing Apparel	2,971	2,971	0	179	179	2,792	6%
309	Fuel For Heating	85,500	85,500	30,395	0	30,395	55,105	36%
312	Hardware	7,025	7,025	3,927	0	3,927	3,098	56%
313	Misc. Supplies	1,000	1,000	0	104	104	896	10%
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	1,529	121	1,650	350	82%
	Material and Supplies Total	229,756	229,756	112,414	14,795	127,209	102,547	55%
401	Insurance	32,575	32,575	32,575	0	32,575	0	100%
402	Telephones	63,900	63,900	41,757	4,685	46,442	17,458	73%
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	290	352	148	70%
407	Equipment Maint. And Repair	45,700	45,700	22,932	0	22,932	22,768	50%
408	Rental of Equipment	14,280	14,280	4,147	0	4,147	10,133	29%
409	Building Maint. And Repair	78,000	78,000	34,570	837	35,407	42,594	45%
410	Milage Allowance	685	685	56	0	56	629	8%
413	Professional Fees	183,950	183,950	88,735	2,454	91,189	92,761	50%
415	Outside Labor & Related Charges	45,500	45,500	25,166	4,490	29,656	15,844	65%
419	Misc. Expenses	16,750	21164	19,388	0	19,388	1,776	92%
421	Rental of Space	750,000	750,000	750,000	0	750,000	0	100%
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	105,221	0	105,221	15,962	87%
430	IT Hardware Maint.	44,000	44,000	25,983	3,870	29,853	14,147	68%
431	IT Software Licensing and Maint.	486,323	486,323	416,056	5,234	421,290	65,033	87%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	330	0	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	15,651	480	16,131	3,869	81%
	Contractual Services Total	2,105,332	2,109,746	1,616,994	22,338	1,639,332	470,414	78%
	Total Operating Budget	9,872,956	9,877,370	7,277,570	512,586	7,790,156	2,087,214	79%

**Management Report**  
**Board Meeting**  
**June 18, 2020**

Yonkers Public Library (YPL) took its first significant steps towards a physical reopening of its buildings in June.

**Contact Free Pickup:** All library staff began to report back to their buildings on Monday, June 8 to prepare for the launch of contact free pickup service on Monday, June 15. This is a transitional service on the path to a full reopening, which allows the public to request materials already on the shelves of the library they are visiting for pickup. There is currently no interchange of materials between other YPL or Westchester Library System (WLS) locations. That being said, it is an important first step in reopening. It requires significant numbers of staff to work together while socially distancing themselves from each other. It also helps reunite YPL patrons with books and DVDs after a months-long absence. Patrons arrived on the first day of contact free service and expressed appreciation and excitement about the service.

**Implementing Safety Guidelines:** To prepare for contact free pickup and future reopening phases, YPL instituted a number of safety measures, including: procurement of PPE; reconfiguration of staff service points and workrooms to facilitate social distancing and limit exposure with patrons; scheduling staff in consistent “teams” to limit potential spread in the event of a positive COVID-19 test; establishing “quarantine” procedures for returned books; reviewing Families First Coronavirus Response Act (FFCRA) policies and distributing forms to staff; establishing screening and self-assessment forms. Many of these actions and procedures are informed by guidance from the New York State Department of Health. We believe these actions will help keep staff and patrons safe.

**Reactivating Branch Activities:** In addition to returning staff, YPL buildings and properties have begun to host new services and events. On Tuesday, June 9, the Will Library hosted a food distribution event with City Council President Mike Khader’s Office, Stop & Shop and PCNY (Prestige Concierge New York). Over 2,500 boxes of fresh produce were given to local nonprofit organizations and Yonkers families. The Grinton I. Will Library and Riverfront Library are also hosting early voting this week - the only two locations in Yonkers to do so. After months of inactivity it is exciting to see these libraries resume their role in community and civic life.

**Facilities and Collections Improvements:** YPL has undertaken some improvement projects while its buildings have been closed. Staff are catching up on weeding and shifting projects to make sure the collections are attractive, current and relevant. The custodial team and business departments have also coordinated patch and paint jobs in several meeting rooms; a reflooring

of public restrooms at Riverfront Library; repaving the Will Library patio; installation of plexiglass guards at service points; discarding old furniture and relocation existing furniture.

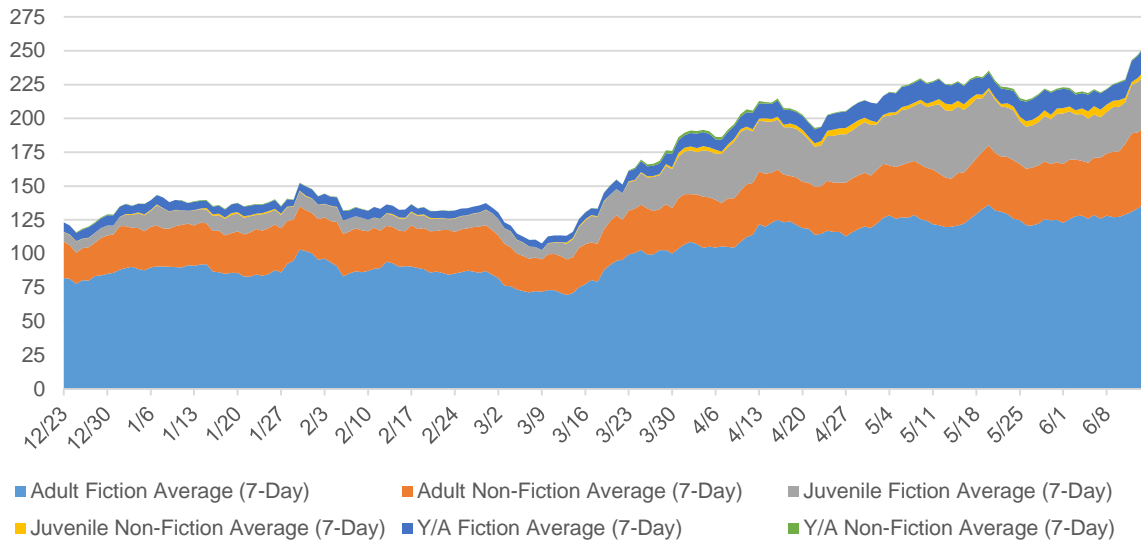
**Virtual Programming:** Since the last board meeting YPL continued to offer a busy schedule of virtual programming. Some notable events include:

- **Senior Law Day (June 1):** A collaboration between YPL and the Westchester Senior Law Day Collaborative. The event featured an attorney from the New York State Attorney General's office discussing COVID-era scams; a nurse discussing how to avoid potential infection while shopping; a discussion of protections to renters in light of the Tenant Protection Act of 2019; and an overview of Elder Law. The event was broadcast on Facebook Live and channels 78 (Cablevision) and 39 (Verizon FIOS).
- **Julia Alvarez events (June 10):** In collaboration with the Foundation for the Yonkers Public Library (FYPL), YPL hosted two events featuring award-winning author Julia Alvarez. A noon event was directed towards the students of Yonkers Public Schools (YPS) and featured an introduction from YPS Superintendent Edwin Quezada. An evening event, which substituted a planned in-person FYPL gala, was moderated by YPL and FYPL board president Nancy Maron and featured questions from YPL staff (Z Baird, Aurora Cruz and Mary Robison). Both events were well reviewed by attendees and will be archived for future on demand viewings.

**Budget Update:** On Friday, May 29 the Yonkers City Council passed the Executive Budget, which in effect provided a 1.4% increase to the YPL budget. YPL is grateful to the Mayor and the City Council for affirming the value of library service.

# ELECTRONIC RESOURCES SUMMARY

## Daily OverDrive Checkouts



## Total OverDrive Checkouts

		3/15/2020 - 6/14/2020	Increase
Pre-closure (12/14/19 - 3/14/20)	<b>12,249</b>	<b>19,272</b>	<b>57.3%</b>
Same Period 2019 (3/15/19 - 6/14/19)	<b>10,614</b>		<b>81.6%</b>

	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	1080	77	327	29	6072
May-20	3892	1257	1224	102	422	32	6929

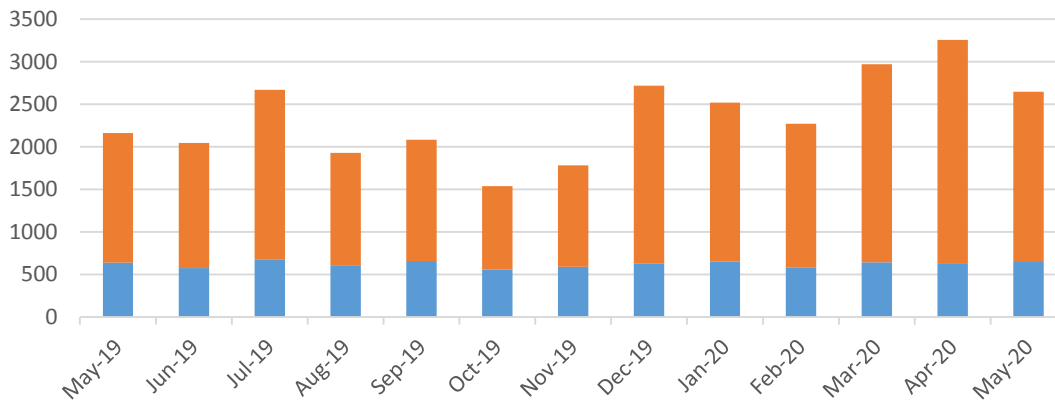


# ELECTRONIC RESOURCES SUMMARY

## 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
May-20	416	147	451	185	70	191	1460	41

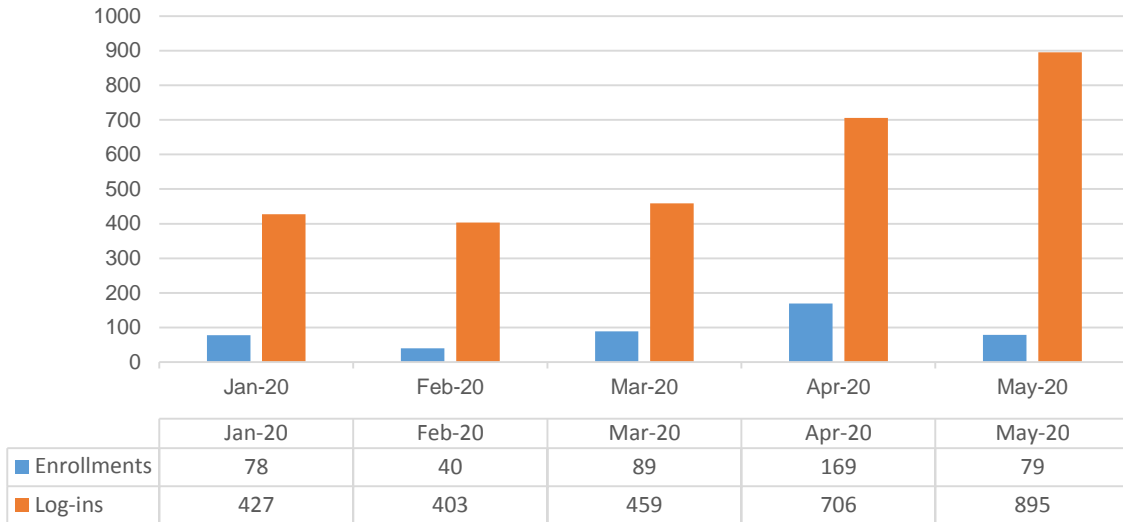
## Freegal



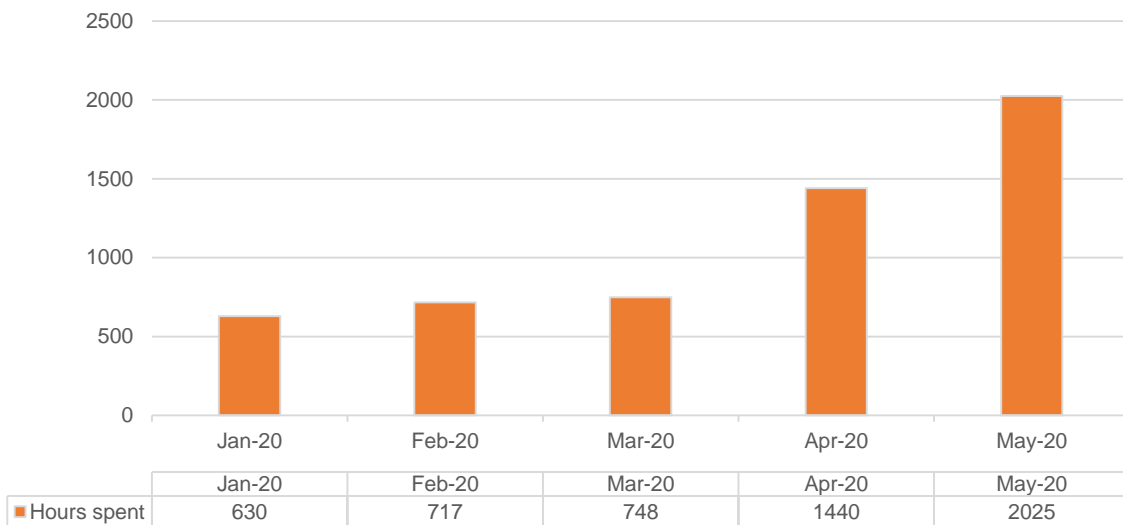
	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20
Streaming	1521	1468	1995	1322	1423	977	1193	2087	1869	1692	2327	2631	1999
Downloads	639	576	672	607	658	560	589	629	649	579	641	625	646

# ELECTRONIC RESOURCES SUMMARY

## Gale Courses



## Gale Courses



## Dial-A-Story

**# Inbound**  
**664**

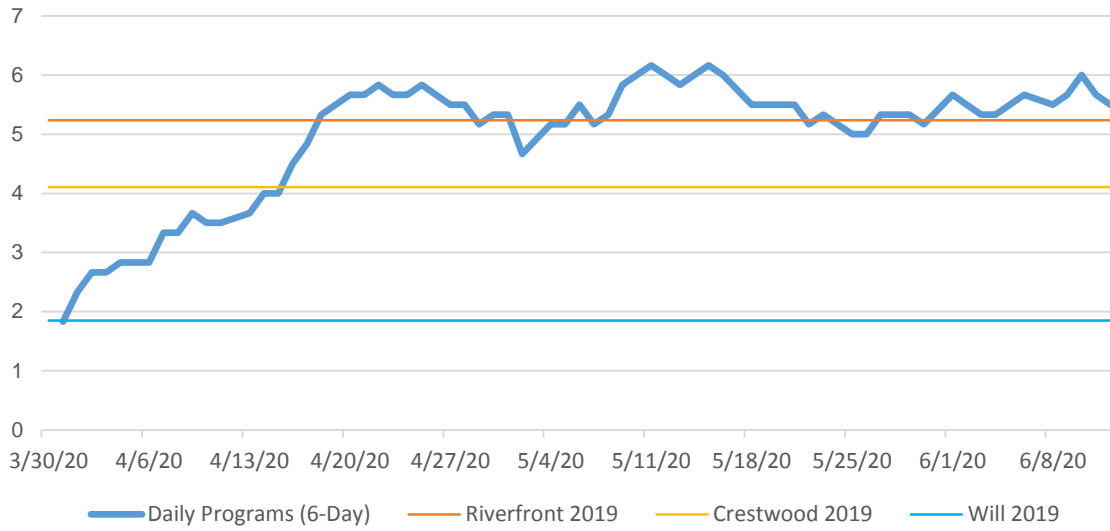
**Avg. Calls/Day**  
**9.35**



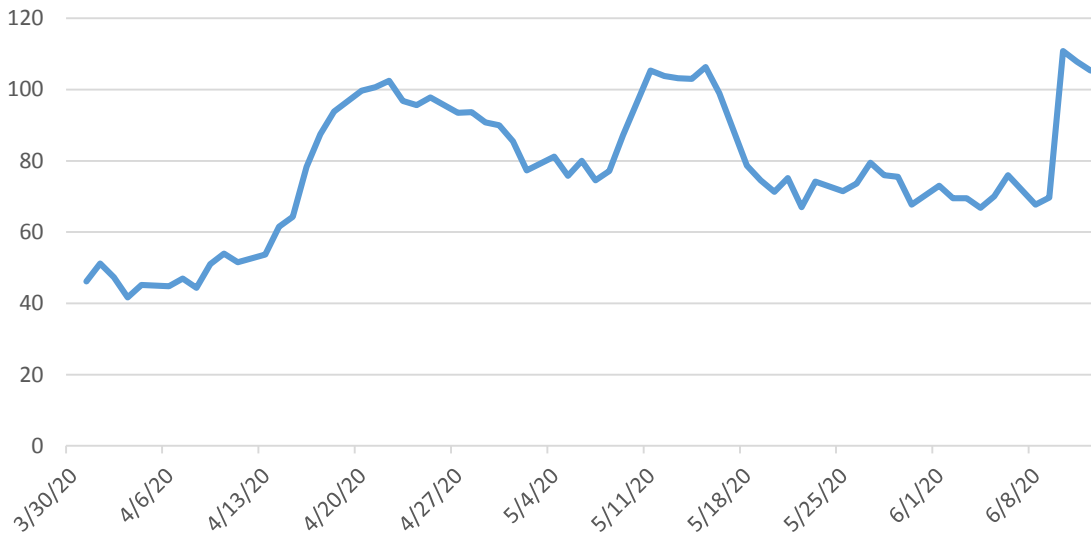
NOTE: April 5 - June 14

# VIRTUAL PROGRAMMING SUMMARY

### Programs per Day



### Daily Attendance (6-Day)



<u>Total Programs</u>	<u>Total Attendance</u>
<b>338</b>	<b>5,365</b>

**NOTE:** Through June 13. Attendance on non-Zoom platforms represent estimates.

# VIRTUAL PROGRAMMING SUMMARY

## ZOOM

<u>Topic</u>	<u>Date</u>	<u>Att.</u>	<u>Topic</u>	<u>Date</u>	<u>Att.</u>
Adult Book Club	4/16	32	Meditative Art	9 sessions	109
Adult Online Book Club: Lab Girl by Hope Jahren	5/21	17	Microsoft Word - Styles & Table of Contents	5/20	6
Adult Readers Theater - Sherlock Holmes by Will	5 sessions	104	Mindful Monday	11 sessions	425
ArchForKids: Make a Skyscraper	5/6	17	Mosaic Studio on Zoom	5 sessions	45
Assyrian American Oral History Project	2 sessions	7	Movie Talk	7 sessions	62
AUTHOR TALK: Julia Alvarez	6/10	122	MozAIrt: Explore AI through Art & Music	5/9	3
Belly Dance Class	4 sessions	60	Music + Movement w ith Chloe's Kids	6 sessions	55
BINGO online for Adults	4 sessions	71	Music w ith Mr. Kurt	4/22	10
Book Party w ith Award-Winning Julia Alvarez	6/10	149	Mystery Monday	5 sessions	38
Book Reading w ith Krystia Basil	4/20	7	New s & Brew s	3/27	26
Books before Bedtime	2 sessions	18	New s & Brew s	12 sessions	294
Brave Little Red & Other Tales - Stories from Arc	4/23	42	Origami for All	3 sessions	46
Code a Video Game w ith Scratch	4/18	15	Podcast Club Brainstorming	4/9	3
Companies hiring now in Westchester	4/1	18	Podcast Club: Slow Burn Discussion	4 sessions	9
Dance w ith Daphne	3 sessions	56	Podcast Club: S-Tow n Discussion	5 sessions	25
Dungeons & Dragons Club	3 sessions	16	Podcast Help	6/10	1
English Conversation Group	20 sessions	255	Readers Theater	4/9	33
Family Lunch-Together Art	11 sessions	78	Relax and Rejuvenate	10 sessions	94
Folk Art Fridays	4/24	8	Scavenger Hunt Saturdays for Teens	7 sessions	60
Freegal Music Tech Drop-in	2 sessions	11	Senior Chat Time	22 sessions	138
Genealogy w ith Mike and Mary	4/16	17	Sesión informativa sobre seguros de salud (en E	5/8	11
Get Organized!	3 sessions	67	SO Magic, w ith The Circus Guy	4/14	21
Gigi's Musical Adventure	5/21	11	SO Messy, w ith The Circus Guy	4/28	25
Google Series	4 sessions	35	Story Yoga	3 sessions	78
Graham Clarke Music Show	5/7	17	Stress Reduction: Breathing & Stretching Techni	3 sessions	32
Health Insurance Information Session	5/1	8	Tech Drop-In	16 sessions	54
Help w ith eBooks and Streaming Apps	6/10	3	Teen Book Cover Contest	4/22	10
Intermediate Excel 2013 *	5/22	10	Teen Check In	4/2	4
Intro to 3D design w ith Tinkercad	5/27	6	Teen Hilarious Book Read	4/7	7
Intro to Python Coding	4/25	13	Teen Tuesday	9 sessions	147
Introduction to Excel 2013 *	5/8	12	The Bronx: The Way it Was	5/11	100
Introduction to Microsoft Publisher 2013 *	5/6	5	The Magic of Music and Movement	3 sessions	75
Introduction to Pow erPoint 2013 Part I & II	2 sessions	12	Transformation Tuesday	6/9	17
Introduction to the Podcast Club	4/1	10	Tune in Thursdays for Teens	10 sessions	65
KAHOOT: May Play-A-Movie Online Edition	5/15	24	Virtual Books before Bedtime - #1 Ladies' Detect	3/25	6
KAHOOT: National Library Week Online Edition	4/24	32	Yoga for Yogis w ith Mandy Engelke	12 sessions	421
KAHOOT: Spring Into Summer Online Edition	6/5	16	Yonkers Thursday Lunch Club	4/16	21
Meditation and Chair Yoga	3 sessions	60	YPL Virtual Tow n Hall	3/26	38
Meditative Art	9 sessions	109	Zumba Class	7 sessions	192
Microsoft Word - Styles & Table of Contents	5/20	6	Zumba for Kids	3 sessions	33
Mindful Monday	11 sessions	425	Zumba w ith Sol	3 sessions	159

Through June 13, 2020

# VIRTUAL PROGRAMMING SUMMARY

## Facebook Live

<u>Topic</u>	<u>date</u>	<u>Reach</u>
Chapter a Day: The Wonderful Wizard of Oz	4/14	1240
Chapter a Day: The Wonderful Wizard of Oz	4/15	675
Chapter a Day: The Wonderful Wizard of Oz	4/16	873
Chapter a Day: The Wonderful Wizard of Oz	4/17	569
Chapter a Day: The Wonderful Wizard of Oz	4/21	690
Storytime with Mr. Ralph	4/21	27
Chapter a Day: The Wonderful Wizard of Oz	4/22	702
Chapter a Day: The Wonderful Wizard of Oz	4/23	963
Chapter a Day: The Wonderful Wizard of Oz	4/24	506
Four-Thirty Fairy Tale	4/27	367
Four-Thirty Fairy Tale	4/28	403
Storytime with Mr. Ralph	4/28	485
Four-Thirty Fairy Tale	4/29	433
Four-Thirty Fairy Tale	4/30	539
Four-Thirty Fairy Tale	5/1	400
Four-Thirty Fairy Tale	5/4	319
Four-Thirty Fairy Tale	5/5	371
Storytime with Mr. Ralph	5/5	271
Four-Thirty Fairy Tale	5/6	1243
Four-Thirty Fairy Tale	5/7	295
Four-Thirty Fairy Tale	5/8	391
Four-Thirty Fairy Tale	5/11	1253
Pots and Pans Jam with ZEV!	5/11	648
Four-Thirty Fairy Tale	5/12	302
Storytime with Ralph	5/12	381
Four-Thirty Fairy Tale	5/13	459
Four-Thirty Fairy Tale	5/14	337
Four-Thirty Fairy Tale	5/15	415
Four-Thirty Fairy Tale	5/18	359
Four-Thirty Fairy Tale	5/19	456
Four-Thirty Fairy Tale	5/20	373
Four-Thirty Fairy Tale	5/21	344
Four-Thirty Fairy Tale	5/22	408
Four-Thirty Fairy Tale	5/25	407
Four-Thirty Fairy Tale	5/26	353
Storytime with Mr. Ralph	5/26	488
Four-Thirty Fairy Tale	5/27	507
Four-Thirty Fairy Tale	5/28	341
Petite Concert	5/28	779
Four-Thirty Fairy Tale	5/29	384
Four-Thirty Fairy Tale	6/1	378
Senior Law Day	6/1	2085
Four-Thirty Fairy Tale	6/2	436
Storytime with Mr. Ralph	6/2	694
Four-Thirty Fairy Tale	6/3	400
Four-Thirty Fairy Tale	6/4	385
Four-Thirty Fairy Tale	6/5	428
Storytime with Ralph	6/9	240

Accessed 6/12/20 11:00am

# VIRTUAL PROGRAMMING SUMMARY

## YouTube

<u>Video title</u>	<u>Video publish time</u>	<u>Impressions</u>	<u>Views</u>	<u>Average view duration</u>	<u>Average percentage viewed (%)</u>
Gale Courses - Free online learning through the Yonkers Pub	10-Apr-20	189	15	0:01:26	22.84
How to Sign Up for Hoopla using your Library Card	10-Apr-20	199	30	0:01:06	21.69
How-to Sign Up for Gale Courses using Yonkers Public Libra	10-Apr-20	459	101	0:01:32	20.17
The Young Person's Poetry Slam at the Yonkers Public Librar	15-Apr-20	155	37	0:01:19	10.58
Just In Time: Mango Languages	16-Apr-20	145	15	0:01:03	30.57
George Plimpton at the Yonkers Public Library- Part 1	17-Apr-20	251	17	0:00:49	2.74
Longtime Sunshine Weezer play along lesson Live at Tiny De	17-Apr-20	319	88	0:00:37	20.77
Storytime en Espanol by YPL Librarian Ana G.	17-Apr-20	183	16	0:00:22	2.23
Cat Stevens If You Want To Sing Out, Sing Out Play Along G	19-Apr-20	830	196	0:02:04	35.04
Intermediate Excel 2013	20-Apr-20	219	8	0:00:37	2.38
Introduction to Excel 2013	20-Apr-20	202	5	0:14:31	42.59
Introduction to Pow erPoint 2013 Part I	20-Apr-20	210	6	0:04:04	16.43
Introduction to Pow erPoint Part II	20-Apr-20	217	4	0:00:12	0.76
Yonkers Public Library Music and Movement w ith Chloe's Ki	20-Apr-20	625	136	0:07:51	32.08
Converting Internet Documents to PDF	21-Apr-20	197	5	0:01:39	45.13
George Plimpton at the Yonkers Public Library-Part 2	21-Apr-20	223	4	0:00:12	0.87
Just in Time: Kanopy	21-Apr-20	196	32	0:00:52	16.84
National Library Week 2020: Celebrating National Library Wor	21-Apr-20	379	295	0:03:24	40.75
Fulton History- Research Tip	23-Apr-20	233	33	0:01:58	39.96
George Plimpton at the Yonkers Public Library- Part 3	23-Apr-20	217	4	0:00:06	0.65
Spanish Story 2/Cuento en espaÃ±ol 2: EL LIBRO TALONARI	23-Apr-20	211	20	0:05:38	39.07
Yonkers Public Library 100th Anniversary Gala	29-Apr-20	201	15	0:01:01	5.27
Author Check tutorial	1-May-20	196	17	0:02:24	36.9
If You Were Mine Lesson Playthrough Dexter Romw eber Silv	4-May-20	236	83	0:01:11	25.05
Just in Time: Learning Express Library	4-May-20	158	11	0:01:09	32.16
MindfulMondayMay4	4-May-20	166	32	0:05:37	13.45
Mindful Monday April 20 2020	5-May-20	125	21	0:03:55	8.92
MindfulMondayApril272020	5-May-20	167	10	0:08:45	22.05
Tumblebooks How -To dow nload app on your mobile device u	6-May-20	203	19	0:00:50	29.69
Anymore Live Josh Klinghoffer Play Along Lesson Chords	12-May-20	687	209	0:00:39	45.49
Freegal Tutorial	12-May-20	149	9	0:01:17	7.32
Storms Josh Klinghoffer Fleetw ood Mac Cover Lesson Profe	13-May-20	970	375	0:01:03	11.42
Spanish Omelet Sequence 01	15-May-20	181	60	0:02:39	43.34
Just in Time: Borrow ing Ebooks & Audiobooks using Overdriv	17-May-20	112	11	0:00:23	5.47
Thank You Essential Workers!	18-May-20	233	165	0:02:19	59.56
Google Translate	22-May-20	94	12	0:00:35	20.83
AUTHOR TALK: Julia Alvarez	10-Jun-20	116	639	0:13:42	22.55
YPL Summer Reading for Adults	15-Jun-20	15	10	0:00:47	21.42
YPL Summer Reading for Kids	15-Jun-20	9	3	0:00:57	25.08
YPL Summer Reading for Teens	15-Jun-20	23	3	0:00:02	1.07
Cuento del dia - 11 Episodes		2250 (204 per)	287 (26 per)	0:01:09	29.02
Storytime w ith Miss Aili- 57 episodes		8328 (146 per)	412 (7 per)	0:03:36	24.25
Total		20518	3483	0:04:25	24.18

Accessed 6/16 1:00pm

# SOCIAL MEDIA SUMMARY (FACEBOOK)

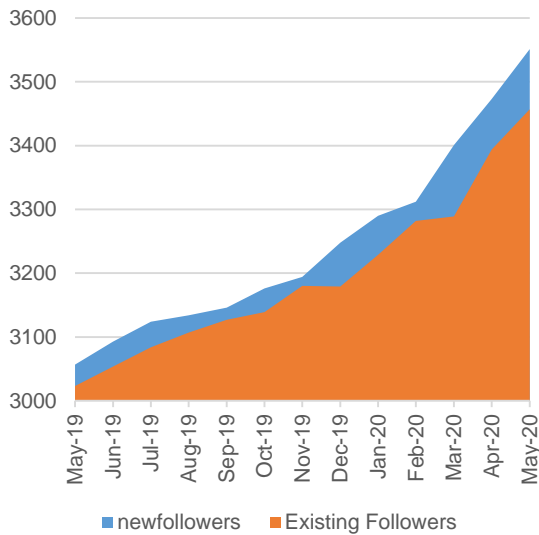
Yonkers Public Library  
3,551 fans

Page analytics are updated daily by 5am PT and reported in Pacific Time

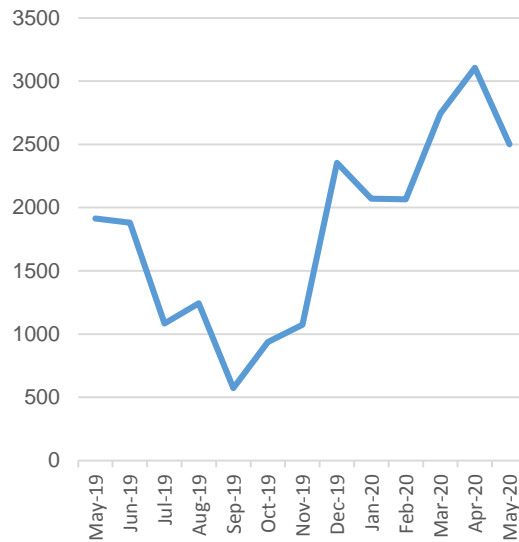
Performance for the selected 31 days compared to the previous period

<b>Posts</b> <b>94</b> ↓ 16%	<b>Post Reach</b> <b>27.4k</b> ↓ 20%	<b>Post Impressions</b> <b>58.2k</b> ↓ 21%	<b>Link Clicks</b> <b>429</b> ↓ 11%
<b>Reactions</b> <b>1,131</b> ↓ 27%	<b>Engaged Users</b> <b>2,502</b> ↓ 21%	<b>Page &amp; Post Engagements</b> <b>4,008</b> ↓ 29%	<b>New Fans</b> <b>94</b> ↑ 15%

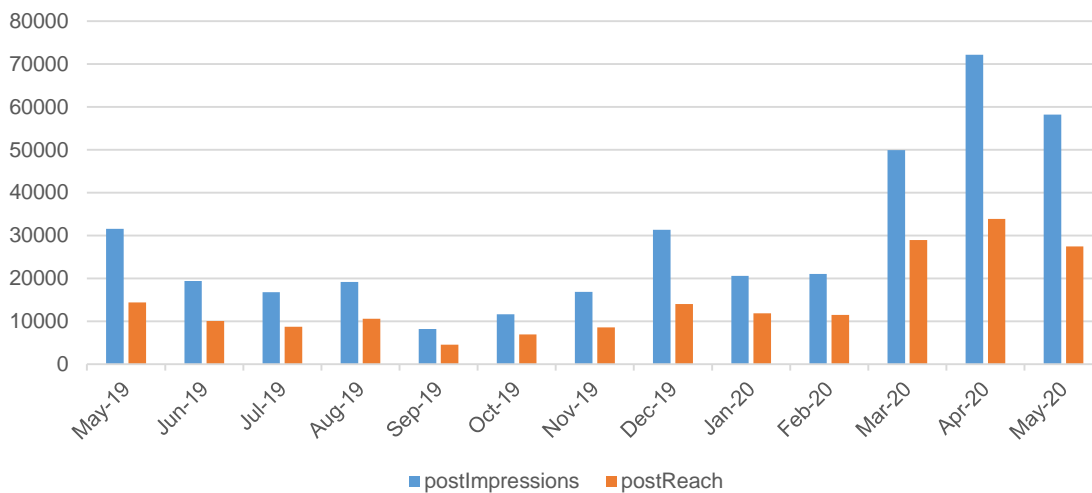
## Followers



## Engaged Users



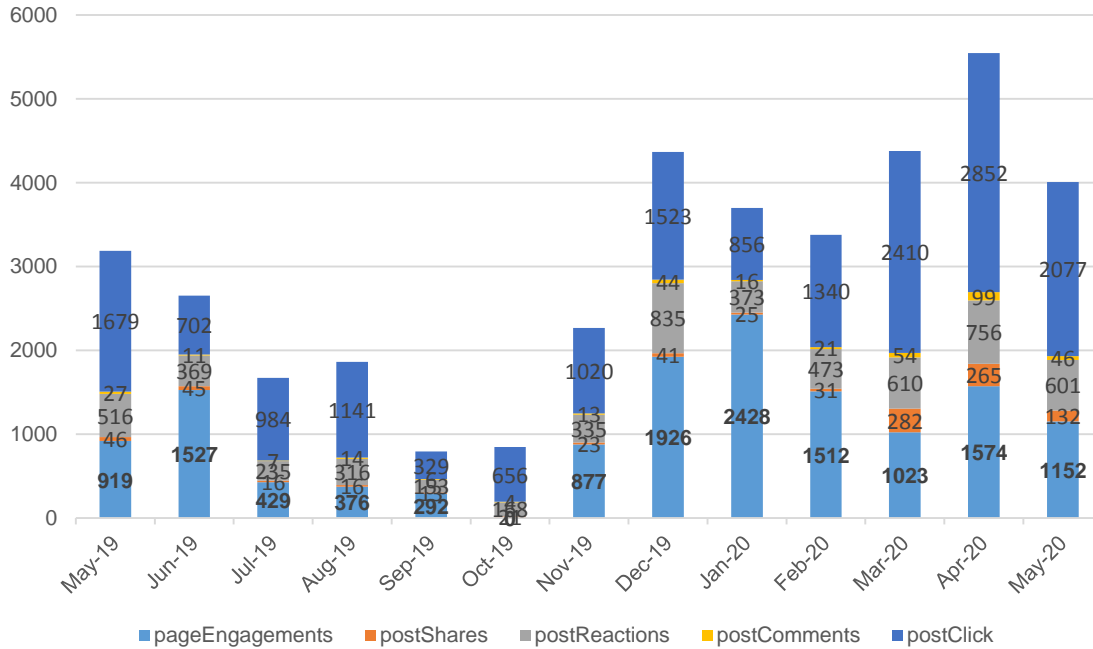
## Audience



**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>27 May 01:45 pm <a href="#">VIEW POST</a></p> <p> Census Wednesday at Yonkers Public Library! Here is your "Yonkers and the 2020 Census – May 27th Update:"</p> <p>Last time we were only half way there, now we're more than half way there! Keep it up #YonkersCounts, make sure you count an order to get what our community deserves!</p> <p>With data collected through Tuesday, May 26th, an estimated 52.5% of Yonkers households have completed their 2020 Census questionnaires. That's still lower than the rate for the New York State (55%) and nation (60.1%). We need to improve that rate for Yonkers to receive its fair share of federal funding and political representation!</p> <p>If you haven't already, fill out your form at <a href="http://my2020census.gov">my2020census.gov</a>. You now have until October 31st to complete your census questionnaire, but don't wait!</p> <p>View the response-rate map to view more self-response data: <a href="http://ypl.org/yonkers-and-the-2020-census-may-27th-update/">ypl.org/yonkers-and-the-2020-census-may-27th-update/</a></p> <p>U.S. Census Bureau The City of Yonkers Yonkers City Council</p>	<p>48 post clicks</p> <p>5 reactions</p> <p>0 comments</p> <p>8 shares</p>	<p>2,851 post impressions</p> <p>2,609 post reach</p>