YONKERS PUBLIC LIBRARY

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, July 16, 2020

Join Zoom Meeting
zoom.us/j/96000544127

Meeting ID:
960 0054 4127

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YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
JULY 16, 2020

MINUTES

[ACTION ITEM] Approve Minutes of Meeting on June 18, 2020.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

NONE

COMMITTEE REPORTS

Finance, Budget & Planning- Maron, Jannetti, Puglia

[ACTION ITEM] The following certificates will expire:
8/7/20 Contributions Fund, Sunnyside Federal Savings & Loans Bank, 12 mo. CD, $63,591.80, 2.05%
8/29/20 David S. Kogan Memorial Fund, Sunnyside Federal Savings & Loans Bank, 12 mo. CD, $5,109.57, 2.05%

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 #817

UNFINISHED BUSINESS

NONE

NEW BUSINESS

Reopening Update

Newspapers.com Discussion

[ACTION ITEM] NYS 2019 Annual Report Approval

EXECUTIVE SESSION

NEXT MEETING DATE

ATTENDANCE

TRUSTEES:	Josephine Ilarraza
	Joseph Puglia
	John Saraceno
	Steve Jannetti
	Hon. Michael Sabatino
	Darryl J. Mack
LIBRARY DIRECTOR:	Jesse Montero
DEPUTY DIRECTOR:	Susan Thaler
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Dominick Savarese, President, SEIU 704B
GUESTS:	Brandon Neider, Arnaldo Torres, Emily Power, Liz Caruso, Phil Poggiali, Carmela McManus, Kim Arline, Sumie Hernandez-Moss, Phyllis Cole, Zahra Baird, Christopher Sheerin, Janet Dunckley, Odalyz Aguilar, Mary Ann Penzero

The Board Meeting was held electronically via ZOOM ®, Conference ID# 952 8926 7898.

The Board Meeting began at 7:05 pm.

MINUTES

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved the Minutes of the Meeting of May 21, 2020.

MANAGEMENT REPORT

Director Montero announced that while the library buildings remain closed to the public due to the pandemic, staff returned on June 8 to prepare for the launch of contact-free pickup services on June 15 and the eventual reopening of its buildings. Director Montero explained that contact-free pickup is a new service that allows patrons to pick up physical materials that are exclusively in

that buildings collection and keeps staff and patrons safely distanced to be in compliance with public health guidelines.

Director Montero reported that the Grinton I. Will and Riverfront Libraries served as the only locations in Yonkers for New York State Primary Early Voting. Director Montero also noted that this event was instructional for the planning of future events after YPL reopens.

Director Montero also reported that YPL partnered with City Council President Mike Khader's office to host a food distribution event at the Will Library parking lot that brought food to needy families impacted by the pandemic.

Director Montero revealed several projects that were underway to prepare for reopening, including the extensive weeding of old, unpopular or irrelevant material; the temporary removal and reorganization of furniture and electronic equipment that might encourage close contact and long stays; and the repurposing of meeting rooms and spaces for the storage of furniture, equipment and returned material.

Director Montero noted that the staff who reported to provide these services to the public were scheduled in teams that enabled social distancing and contact tracing should it become necessary. Staff were also screened upon arrival with daily self-assessments and informed of expanded sick leave available via the Families First Coronavirus Relief Act (FFCRA).

Director Montero updated the Board on virtual programming, specifically noting the success of Senior Law Day and an Author Talk and Book Party organized by the Foundation for Yonkers Public Library which featured noted author Julia Alvarez.

Deputy Director Thaler informed the Board of plans for summer reading, including the availability of downloadable ebooks for students, a partnership with Yonkers Public Schools and READSquared, which is a software platform that tracks a student's summer reading progress, and discussions with JCY-Westchester Community Partners to provide a virtual substitute for the popular Summer Reading Buddies program at Riverfront Library.

Director Montero reported that the Mayor's Executive Budget was adopted by the City Council and thanked the Mayor and City Council for the value they place on library service.

UNION REPRESENTATIVE'S REPORT

President Savarese reported that the Union conducted a safety walkthrough of the three library buildings with Management. President Savarese also reported that the Union and Management were continuing to discuss security concerns.

WLS REPORT

Trustee Puglia announced that he would have a report following the next WLS meeting later in the month.

PERSONNEL REPORT

NONE

COMMITTEE REPORTS

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

Business Manager Presedo reported that none of the interest rates available for the expiring accounts she was authorized to renew at last month's Meeting were favorable and suggested they wait for rates to improve. The Committee agreed.

Employee Relations - Maron, Puglia.

Buildings & Grounds - Maron, Saraceno

Policy – Maron, Ilarraza, Sabatino

Fundraising & Development – Maron, Jannetti, Mack

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #816.

UNFINISHED BUSINESS

On motion of Trustee Sabatino, seconded and unanimously carried, the Board approved the COVID-19 Plan for Public Service and Code of Conduct as presented by Director Montero at last month's meeting.

NEW BUSINESS

NONE

NEXT BOARD MEETING DATE – Thursday, July 16, 2020 at 7:00 pm.

On motion of Trustee Puglia, the Meeting adjourned at 7:28 pm

Jesse Montero
Library Director & Secretary

Yonkers Public Library
Bill List June 2020

Vendor Name	Description	Date	Amount
CAPITAL FUNDS			
OVERDRIVE	MATERIALS	5/29/2020	60.00
OVERDRIVE	MATERIALS	6/8/2020	65.00
OVERDRIVE	MATERIALS	6/4/2020	152.65
OVERDRIVE	MATERIALS	6/15/2020	244.99
OVERDRIVE	MATERIALS	6/16/2020	294.99
OVERDRIVE	MATERIALS	6/15/2020	383.98
OVERDRIVE	MATERIALS	6/16/2020	801.05
OVERDRIVE	MATERIALS	6/16/2020	822.71
OVERDRIVE	MATERIALS	6/16/2020	835.17
OVERDRIVE	MATERIALS	6/6/2020	972.73
OVERDRIVE	MATERIALS	6/15/2020	1,311.91
OVERDRIVE	MATERIALS	6/6/2020	2,189.20
OVERDRIVE	MATERIALS	6/15/2020	2,236.64
TOTAL			**10,371.02**
CONTRIBUTIONS FUNDS			
AMERICAN EXPRESS	NETWORK SOLUTIONS	6/29/2020	204.35
BINT-KADY, HAIFA	REIMB EXP: GALLERY RECEPT	6/15/2020	70.00
TOTAL			**274.35**

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
Abbey Ice			
06/16/2020	15875	spring water	53.00
06/16/2020	169419	rental	47.25
06/16/2020	17476	spring water	53.00
06/16/2020	17477	spring water	66.00
06/16/2020	4-30-20	rental	33.00
Total Abbey Ice			252.25
All Safe Fire Protection			
06/29/2020	63777-SS	sprinkler system inspe...	525.00
Total All Safe Fire Protection			525.00
Amazon.com			
06/23/2020	448633937379	sneeze guard shields	2,388.00
06/23/2020	897747357635	keyboard covers	99.90
06/23/2020	448739455657	battery for HP probook	19.49
Total Amazon.com			2,507.39
American Express			
06/10/2020	52120-1	software	988.35
06/10/2020	52120-2	software, rental	563.05
06/10/2020	52120-2	software, rental	46.19
06/10/2020	52120-2	software, rental	650.00
06/30/2020	6192020covid	software, phone, rental	561.65
06/30/2020	6192020covid	software, phone, rental	51.34
06/30/2020	6192020covid	software, phone, rental	650.00
06/30/2020	6192020	software materials	2,012.00
06/30/2020	6192020	software materials	95.00
Total American Express			5,617.58
American Paper Supply (APP)			
06/16/2020	J1241188	foam sanitizer-covid-19	938.00
06/16/2020	J1244055	atomizing backpack s...	2,195.00
Total American Paper Supply (APP)			3,133.00
Amoils, Roseanne			
06/23/2020	76	zoom job coach	510.00
Total Amoils, Roseanne			510.00
Aramark			
06/04/2020	22013503	credit memo	-125.21
06/04/2020	22406281	covid-19 face masks	259.00
06/23/2020	22461431	men lab coats	33.62
06/29/2020	22471068	lab coats	443.14
06/29/2020	22488463	lab coats (covid-19)	22.92
06/29/2020	22492308	lab coats (covid-19)	127.54
06/29/2020	22509996	lab coats (covid-19)	145.76
06/30/2020	22516983	covid-19 lab coats	200.42
06/30/2020	22513489	covid-19 lab coats	200.42
Total Aramark			1,307.61
Argento & Sons			
06/29/2020	386663	auto supplies	45.06
Total Argento & Sons			45.06
Avila, Teresa			
06/10/2020	vr2ta	english conversation c...	200.00
Total Avila, Teresa			200.00
Batteries + Bulbs			
06/16/2020	P26502347	12v batteries	78.95
06/16/2020	P27207315	batteries	152.95

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
Total Batteries + Bulbs			231.90
Bergamini, Gina			
06/10/2020	5232020GB	music & movement cla...	100.00
06/30/2020	063020	music & movement pro...	100.00
Total Bergamini, Gina			200.00
Broken Ankle Productions, Inc.			
06/04/2020	1303	children's program	111.00
06/04/2020	1303	children's program	89.00
Total Broken Ankle Productions, Inc.			200.00
Cablevision Lightpath			
06/16/2020	100325055	internet 6/1-6/30/20	5,233.55
06/16/2020	100325061	phones 6/1-6/30/20	3,546.85
Total Cablevision Lightpath			8,780.40
Cablevision Optimum			
06/04/2020	07803550279jun20	internet & phones 5/23...	140.85
06/10/2020	07803544469jun20	cable box 6/1-6/30/20	16.80
06/16/2020	07803065546jun20	cable box 6/8-7/7/20	8.40
06/30/2020	07803550279jul20	internet & phone 6/23-...	140.85
06/30/2020	07803544469jul20	cable boxes 7/1-7/31/20	16.80
Total Cablevision Optimum			323.70
Chloe's Kids			
06/10/2020	YPL V2	music & movement cla...	200.00
06/29/2020	YPL V3	music & movement chi...	200.00
Total Chloe's Kids			400.00
Citadel Pest Control			
06/10/2020	3881	pest control	130.00
06/10/2020	3881	pest control	70.00
06/10/2020	3895	pest control	200.00
06/30/2020	3919	pest control	200.00
Total Citadel Pest Control			600.00
Collaborative Summer Library Prog.			
06/29/2020	10679	imagine your story t-sh...	856.35
Total Collaborative Summer Library Prog.			856.35
Con Edison (Consolidated Edison)			
06/16/2020	5909214217jun20	gas 4/30-6/1/20	121.62
Total Con Edison (Consolidated Edison)			121.62
DPW Pasny			
06/10/2020	Mar-20	electric charges	4,259.34
06/10/2020	Mar-20	electric charges	521.87
06/10/2020	Apr-20	electric charges	3,782.28
06/10/2020	Apr-20	electric charges	316.75
Total DPW Pasny			8,880.24
Dreamland Security Services			
06/16/2020	DSS20 966	security services 1/20-...	11,055.00
Total Dreamland Security Services			11,055.00
Fecher, Louise			
06/30/2020	062520	yoga for yogis (zoom)	75.00
Total Fecher, Louise			75.00
Five Star Equipment			
06/30/2020	R58930	maintenance repair	209.40

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
06/30/2020	R58973	vacuum repairs	172.80
Total Five Star Equipment			382.20
Fredi B. Design			
06/30/2020	040620	website maintenance	390.00
Total Fredi B. Design			390.00
Germino, Damien			
06/30/2020	1168	origami program (virtu...	140.00
Total Germino, Damien			140.00
Global Equipment Co			
06/04/2020	116002176	covid-19 face masks	1,198.00
06/04/2020	116002176	covid-19 face masks	31.99
Total Global Equipment Co			1,229.99
GovConnection			
06/16/2020	70013689	webcams-covid-19	327.66
06/30/2020	70103936	keyboard covers	111.02
Total GovConnection			438.68
Gruppuso Plumbing			
06/16/2020	20-123	urinal repairs	678.00
06/23/2020	20-120	bathroom repairs	455.00
06/23/2020	20-126	replaced drain cover	415.00
06/30/2020	20-147	men's room repairs	559.00
Total Gruppuso Plumbing			2,107.00
Home Depot Credit Service			
06/30/2020	7103235	maintenance supplies	195.98
06/30/2020	3091157	maintenance supplies	283.05
06/30/2020	5032944	maintenance supplies	340.86
Total Home Depot Credit Service			819.89
Jackson-Hirsh Inc.			
06/30/2020	1031580	laminating pouches	223.53
Total Jackson-Hirsh Inc.			223.53
Jewish Council Of Westchester			
06/23/2020	061520	planning & training-su...	10,500.00
06/23/2020	061520	planning & training-su...	2,000.00
Total Jewish Council Of Westchester			12,500.00
KCB Print Resources LLC			
06/10/2020	12067	face masks & shields	838.00
06/10/2020	12067	face masks & shields	24.33
Total KCB Print Resources LLC			862.33
Keane & Beane			
06/16/2020	57696	professional services	420.00
06/16/2020	57697	professional services	367.50
Total Keane & Beane			787.50
LDI Color Toolbox			
06/30/2020	1676945	contract equipment 6/...	775.00
Total LDI Color Toolbox			775.00
LE Health Inc.			
06/10/2020	0515	story yoga (zoom)	75.00
06/30/2020	0605	story yoga (zoom)	75.00

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Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
06/30/2020	0629	yoga for yogis (zoom)	150.00
Total LE Health Inc.			300.00
Ledesma, Solyaris			
06/04/2020	10-11-18AG	zumba for kids (zoom)	100.00
06/10/2020	5262020SL	zumba (zoom)	630.00
06/16/2020	6-9-20	zumba class (zoom)	70.00
06/29/2020	6-16-20	zumba class (zoom)	70.00
06/29/2020	6-23-20	zumba class (zoom)	70.00
06/30/2020	060220	zumba kids (zoom)	100.00
06/30/2020	6-30-20	zumba (zoom)	70.00
Total Ledesma, Solyaris			1,110.00
Living Arts Village			
06/29/2020	0042	music & movement pro...	150.00
Total Living Arts Village			150.00
LJD Concrete Corp			
06/04/2020	1284	concrete work on will ...	4,490.00
Total LJD Concrete Corp			4,490.00
Metro Group, Inc.			
06/16/2020	PI 68519	cooling tower service ...	836.50
Total Metro Group, Inc.			836.50
North State Mechanical Corp.			
06/10/2020	12356-25	ac startup	10,560.00
Total North State Mechanical Corp.			10,560.00
Numeric Pictures-Skainsmates			
06/30/2020	061220	adult online film series	600.00
Total Numeric Pictures-Skainsmates			600.00
Oliveras, Ivette			
06/04/2020	5-23-20IA	belly dance class (zoom)	75.00
06/29/2020	6-20-20	belly dance class (zoom)	75.00
Total Oliveras, Ivette			150.00
Petite Concerts			
06/10/2020	2020-00115	concert with Chi Chi (z...	175.00
Total Petite Concerts			175.00
Positive Promotions			
06/04/2020	06539682	covid-19 face masks	109.00
06/04/2020	06539682	covid-19 face masks	15.95
Total Positive Promotions			124.95
Potter, Richard E.			
06/29/2020	060820	summer reading prog. ...	400.00
Total Potter, Richard E.			400.00
Presedo, Vivian			
06/23/2020	6162020VP	petty cash reimburse...	12.50
06/23/2020	6162020VP	petty cash reimburse...	99.46
06/23/2020	6162020VP	petty cash reimburse...	46.45
06/23/2020	6162020VP	petty cash reimburse...	14.00
06/23/2020	6162020VPCovid	petty cash reimburse...	6.00
06/23/2020	6162020VPCovid	petty cash reimburse...	110.00
06/29/2020	062320	reimbursement gift car...	289.50
06/29/2020	6242020	reimbursement-gift ca...	289.50

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
Total Presedo, Vivian			867.41
Reilly, Shannon			
06/30/2020	061820	yoga (zoom)	75.00
Total Reilly, Shannon			75.00
Reserve Account-Pitney Bowes			
06/16/2020	31654692-R	riverfront-postage by ...	1,000.00
06/16/2020	31654692-R	riverfront-postage by ...	500.00
Total Reserve Account-Pitney Bowes			1,500.00
Safeguard Lock & Key			
06/23/2020	9014	supplies	20.00
Total Safeguard Lock & Key			20.00
Scaringella Auto Repair			
06/23/2020	6-8-20	auto parts	968.02
Total Scaringella Auto Repair			968.02
Schall Hardware			
06/30/2020	18531	maintenance supplies	160.10
Total Schall Hardware			160.10
Securly, INC.			
06/30/2020	103641	mobile device manage...	1,071.00
Total Securly, INC.			1,071.00
Showcases			
06/30/2020	316971	innovative countertop ...	429.84
Total Showcases			429.84
SO FUN CITY, LLC			
06/30/2020	1105	so magic, so fun game...	300.00
Total SO FUN CITY, LLC			300.00
Stanley Convergent			
06/10/2020	17534198	alarm monitoring	287.28
06/16/2020	17502223	cctv monitoring 7/1-7/3...	72.67
06/16/2020	17502530	alarm monitoring 7/1-7...	457.88
06/16/2020	17507247	access control	208.83
Total Stanley Convergent			1,026.66
Sterling Sanitary Supply			
06/30/2020	AN2034	janitorial supplies	418.85
Total Sterling Sanitary Supply			418.85
T & L Home Improvements			
06/10/2020	5834724	tile installation	4,300.00
06/10/2020	5834725	tile installation	4,300.00
06/29/2020	5834729	tile installation	1,597.00
Total T & L Home Improvements			10,197.00
Thrive Reiki			
06/10/2020	39	mindful mondays	150.00
06/10/2020	43	mindful mondays	300.00
06/10/2020	45	mindful mondays	75.00
06/16/2020	46	mindful monday (zoom)	75.00
06/30/2020	47	mindful monday (zoom)	75.00
06/30/2020	49	mindful monday (zoom)	75.00
06/30/2020	50	mindful monday (zoom)	75.00

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
June 2020

Date	Num	Memo	Amount
Total Thrive Reiki			825.00
Uline			
06/10/2020	120343724	bags for contactless pi...	220.00
06/10/2020	120343724	bags for contactless pi...	54.55
06/10/2020	120300361	box trucks	950.38
06/29/2020	121018695	grocery bags-contactl...	156.59
Total Uline			1,381.52
Utica National Insurance Group			
06/30/2020	00000631	policy renewal 4/5/20-...	17,461.00
Total Utica National Insurance Group			17,461.00
Verizon			
06/04/2020	9147931065jun20	phones 5.19-6/18/20	34.58
06/16/2020	9144109274jun20	6/1-6/30/20	43.42
06/29/2020	9143372191jul20	phones 6/16-7/15/20	130.67
06/29/2020	9143373015jul20	phones 6/16-7/15/20	48.82
06/29/2020	9147931065jul20	phones 6/19-7/18/20	34.58
Total Verizon			292.07
Verizon Wireless			
06/16/2020	9855245042	cell phones 4/24-5/23/20	343.38
06/29/2020	9856375777	cell phones 5/11-6/10/20	237.19
06/29/2020	9856375778	cell phones 5/11-6/10/20	117.14
06/30/2020	9857286176	cell phones 5/24-6/23/20	343.38
Total Verizon Wireless			1,041.09
Wayne's Electric Service			
06/10/2020	052009	removal data & power ...	375.00
Total Wayne's Electric Service			375.00
WB Mason			
06/23/2020	211095770	water bottles	30.06
06/23/2020	20598318	covid-19 clorox wipes	8.79
06/23/2020	CR8026430	credit memo	-8.79
06/29/2020	211139274	office supplies	949.85
06/29/2020	211249234	labels	50.30
06/29/2020	211325322	sign holders	143.28
Total WB Mason			1,173.49
Zev Haber Music by Zev			
06/30/2020	4037	children's music progr...	125.00
Total Zev Haber Music by Zev			125.00
TOTAL			125,082.72

YPL OPERATING BUDGET 2020

Code	Account Name	Adopted Budget	Current Budget (w transfers)	Spent Previous Months	Spent This Month June	YTD	Balance	% used
101	Salaries	6,489,818	6,489,818	5,226,450	474,754	5,701,204	788,614	88%
103	Temp Services	660,600	660,600	406,612	1,429	408,041	252,559	62%
150	Termination Payments	35,000	35,000	33,442	0	33,442	1,558	96%
198	Overtime	270,450	270,450	275,111	3,472	278,583	-8,133	103%
	Personal Services Total:	7,455,868	7,455,868	5,941,615	479,655	6,421,270	1,034,598	86%
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	58,670	7,539	66,209	30,901	68%
306	Janitorial Supplies	33100	37100	32,069	3365	35,434	1,666	96%
308	Wearing Apparel	2,971	2,971	179	773	952	2,019	32%
309	Fuel For Heating	85,500	50,700	30,395	0	30,395	20,305	60%
312	Hardware	7,025	7,025	3,927	20	3,947	3,078	56%
313	Misc. Supplies	1,000	1,000	104	0	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	1,650	122	1,772	228	89%
	Material and Supplies Total	229,756	198,956	127,210	11,819	139,029	59,927	70%
401	Insurance	32,575	32,575	32,575	0	32,575	0	100%
402	Telephones	63,900	63,900	46,442	4,573	51,015	12,885	80%
403	Printing	13,310	13,310	10,347	0	10,347	2,963	78%
404	Lights and Power	170,226	170,226	18,185	4,099	22,284	147,942	13%
405	Postage	3,800	3,800	405	1,610	2,015	1,785	53%
406	Freight and Express	500	500	352	78	430	70	86%
407	Equipment Maint. And Repair	45,700	45,700	22,932	812	23,744	21,956	52%
408	Rental of Equipment	14,280	14,280	4,147	730	4,877	9,403	34%
409	Building Maint. And Repair	78,000	78,000	34,570	12,136	46,706	31,294	60%
410	Milage Allowance	685	685	56	0	56	629	8%
413	Professional Fees	183,950	208,850	91,189	44,819	136,008	72,843	65%
415	Outside Labor & Related Charges	45,500	45,500	29,656	12,320	41,976	3,524	92%
419	Misc. Expenses	16,750	27064	19,388	510	19,898	7,166	74%
421	Rental of Space	750,000	750,000	750,000	0	750,000	0	100%
422	Janitorial Service	2,600	2,600	1,570	200	1,770	830	68%
424	Maint. Of Office Equipment	3200	3200	444.73	0	444.73	2755	14%
425	Subscriptions and Publications	121,183	121,183	105,221	13	105,234	15,950	87%
430	IT Hardware Maint.	44,000	44,000	25,983	1,899	27,882	16,118	63%
431	IT Software Licensing and Maint.	486,323	486,323	421,290	5,248	426,538	59,785	88%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	330	46	376	1,774	18%
446	Automobile Repair	6,000	6,000	2,831	1,013	3,844	2,156	64%
481	Binding of Books	700	700	582	0	582	118	83%
496	Special Projects	20,000	20,000	16,131	3,858	19,989	11	100%
	Contractual Services Total	2,105,332	2,140,546	1,634,627	93,963	1,728,590	411,956	81%
	Total Operating Budget	9,872,956	9,877,370	7,785,452	585,437	8,370,889	1,506,481	85%

YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2019-JUNE 30, 2020
REVENUE

Revenue Category	Budgeted Revenue 2019-2020	Revenue Realized 7/1/2019-6/30/2020
Fees & Fines	$51,000	$12,402
Rental of Property	11,000	6,465
Miscellaneous (Includes E-Rate)	41,050	0
Total Library Generated Revenues	$103,050	$18,867
State Funding	47,560	53,390
Transfer from City of Yonkers General Fund	9,497,773	9,497,773
Transfer from Library Fund	811,831	811,831
Total	$10,460,214	$10,381,861

YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2019-JUNE 30, 2020
GRANTS FUNDS

	AMOUNT AWARDED	AMOUNT AVAILABLE 6/30/2020
DANY	250,000	110,186
SED-LDA	211,412	124,978
MONTEFIORE ADDITION	95,475	14,584
SED-LDA (2)	211,412	183,559
WILL SPACE STUDY	25,000	25,000
CBG RF TEEN ROOM	30,000	30,000

YONKERS PUBLIC LIBRARY
QUARTERLY BUDGET REPORT
FOR THE YEAR JULY 1, 2019-JUNE 30, 2020
CAPITAL FUNDS

		ORIGINAL AMOUNT	AMOUNT AVAILABLE 6/30/2020
C2099CP			
510647	Will Auditorium Improv.	55,000	48,229
510874	Boiler Upgrades	568,000	62,254
510906	Library Books and other Equipment	450,000	0
510931	Elevator Replacement	412,000	397,500
510956	Library Books and other Equipment	450,000	420,986

BANK ACCOUNT INFORMATION

JUNE 2020

BANK	RATE	ACCOUNT NAME	NUMBER	EXP.	TYPE	6/30/2020
ENDOWMENTS AND TRUSTS						
SAUNDERS ENDOWMENT GOAL $65,000						
***STERLING NATIONAL BANK	2.75%	SAUNDERS BOOK FUND	4658	6/4/2020	15 MO. CD	77,700.89
JUTKOWITZ ENDOWMENT GOAL $10,000						
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	JOHN JUTKOWITZ THEATER FUND	1100221	9/11/2020	15 MO. CD	10,673.86
KOGAN ENDOWMENT GOAL $5,000						
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	DAVID S. KOGAN MEM FUND	1085514	8/29/2020	12 MO. CD	5,109.57
MURPHY ENDOWMENT GOAL $5,000						
***SUNNYSIDE FEDERAL SAVINGS & LOANS	2.75%	RITA G. MURPHY MEM FUND	1097874	6/26/2020	15 MO. CD	5,507.13
CHECKING ACCOUNT						
STERLING NATIONAL BANK	N/A	YPL TRUST ACCOUNT	6700288970	----	CHECKING	5,664.86
UNRESTRICTED ACCOUNTS						
CONTRIBUTIONS FUNDS						
***STERLING NATIONAL BANK	2.75%	CONTRIBUTIONS ACCOUNT	4659	6/4/2020	15 MO. CD	28,400.23
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	CONTRIBUTIONS ACCOUNT	1102029	8/7/2020	12 MO. CD	63,591.80
SUNNYSIDE FEDERAL SAVINGS & LOANS	2.05%	CONTRIBUTIONS ACCOUNT	1103671	10/27/2020	12 MO. CD	53, 097.68
CHECKING ACCOUNT						
STERLING NATIONAL BANK	0.01%	CONTRIBUTIONS ACCOUNT	6700289260	----	CHECKING	63,833.15

***Due to Covid-19, the rates were substantially low, therefore, these accounts were closed. The Library is holding money until better interest rate is available.

Reopening: As of this week, all Yonkers Public Library (YPL) locations have reopened to at least partial in-branch service. As of this writing we have only observed one full day of operation. So far we have observed a steady flow of visitors. Everyone who has entered has had a mask. Some patrons need a reminder to cover the nose, and to not lower the mask during conversation, but there has been no resistance to it. Almost all patrons are happy to have restored access to collections and reconnection with library staff. Although not all visitors were aware of the delayed restoration of computer service or chairs, they accepted the policy without incident. The reopening received positive attention from lohud.com and News 12 Westchester. Each news source emphasized the changes to policy and operations, which was a goal of our press and communication strategy. We are still early in the reopening phase and constantly monitoring library use and working with staff to develop solutions and workarounds. We hope to restore limited seating and computer usage soon.

Contact Free Pickup: As of the last Board Meeting we had just launched contact free pickup service. This operation lasted for four weeks at the Riverfront and Will libraries, and continues at the Crestwood Library for most of their hours of service. We are still in the process of gathering data for that phase of reopening, but our June circulation report indicates that for the half month (6/15-6/30) that service operated, we circulated 5,250 items. Although that circulation number is far below a normal 15 day period we should consider it was a new service that could only be accessed by phone or online search (not in branch browsing) and only provided access to the branch's current holdings, not the entire WLS collection. It was a labor intensive process but an important step in acclimating staff to reoccupying their buildings, and for the public to observe rules in interfacing with the library. The service continues at Crestwood Library due to its limited size.

New Security Vendor and Coverage: In our reopening preparations we devised a new set of policies and procedures that require greater alertness, engagement, and customer service from our security service providers. To achieve a consistent approach we moved to Katta Protective Service, an agency on the City's contract with whom we have a good and productive relationship at Riverfront Library. We also added a temporary security presence at Crestwood Library to assist with ensuring mask wearing and other policy compliance. We have weekly check-ins with the firm's director to ensure that policies and procedures are working smoothly.
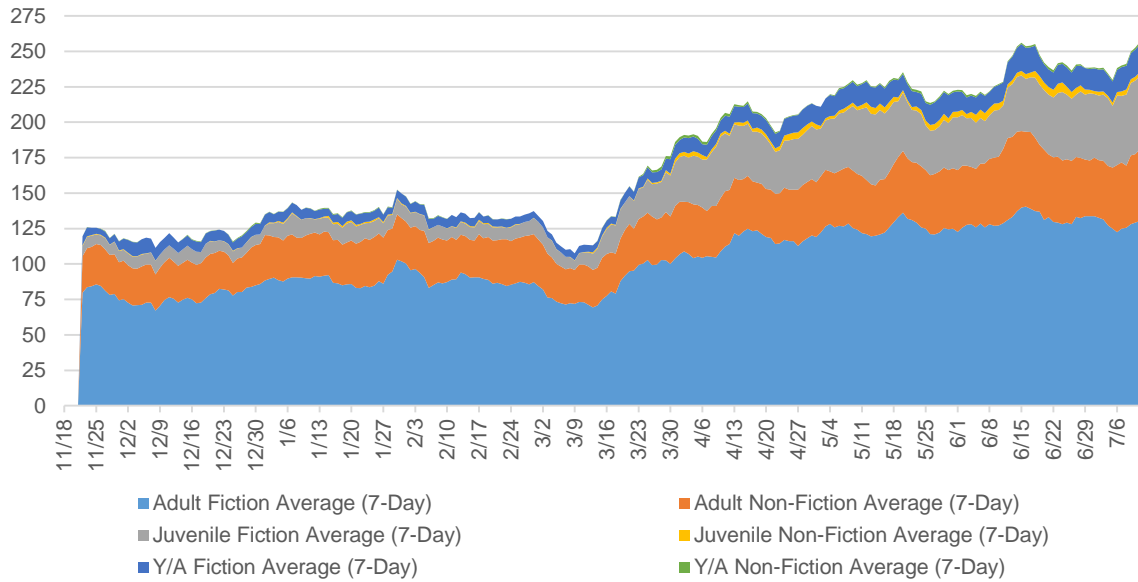
2020 Census Plans: YPL is committed to assisting Yonkers have a complete count of its residents. One way we are partnering with the city is by hosting the US Census Bureau in Riverfront Library's Community Room A+B. Newly hired enumerators arrive at the library, are signed in, receive a brief training, are sworn in, and given a tablet for completing Census

surveys. The Census Bureau understands and complies with library policies and have expressed appreciation for having a centrally located space. The library is also working with the City to apply for a Westchester Community Foundation Census Equity Fund grant to organize a community event centered around census awareness and completion. The application is currently under review.

Newspapers.com Proposal: YPL has entered into discussions with newspapers.com about an agreement that would digitize the library's extensive microfilm holdings, including *Yonkers Herald* (1891-1932), *Yonkers Statesman* (1863-1932), and *Yonkers Herald Statesman* (1932-1998) and *Yonkers Gazette* (1868-1893). The digitized material would be searchable on a site within the library's public PC and free wireless network. After three years, the same digitized content would be searchable from anywhere remotely via ypl.org. Newspapers.com would add the same digitized content to its holdings accessible to paid newspapers.com subscribers. Newspapers.com also has an affiliate program, which would give YPL a commission for any subscription initiated through a link on ypl.org. YPL strongly recommends proceeding with this agreement to improve the searchability of its local newspapers and preserve the aging microfilm from overuse.

ELECTRONIC RESOURCES SUMMARY

Daily OverDrive Checkouts

- Adult Fiction Average (7-Day)
- Adult Non-Fiction Average (7-Day)
- Juvenile Fiction Average (7-Day)
- Juvenile Non-Fiction Average (7-Day)
- Y/A Fiction Average (7-Day)
- Y/A Non-Fiction Average (7-Day)

Total OverDrive Checkouts

		3/15/2020 - 7/12/2020	Increase
Pre-closure (11/16/19 - 3/14/20)	**15,052**	**26,087**	*73.3%*
Same Period 2019 (3/15/19 - 7/12/19)	**14,112**		*84.9%*

	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
Jun-20	3960	1402	1201	130	432	29	7154

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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
Jun-20	391	123	407	206	50	101	1278	34

Freegal

	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
■ Streaming	1468	1995	1322	1423	977	1193	2087	1869	1692	2327	2631	1999	1721
■ Downloads	576	672	607	658	560	589	629	649	579	641	625	646	664
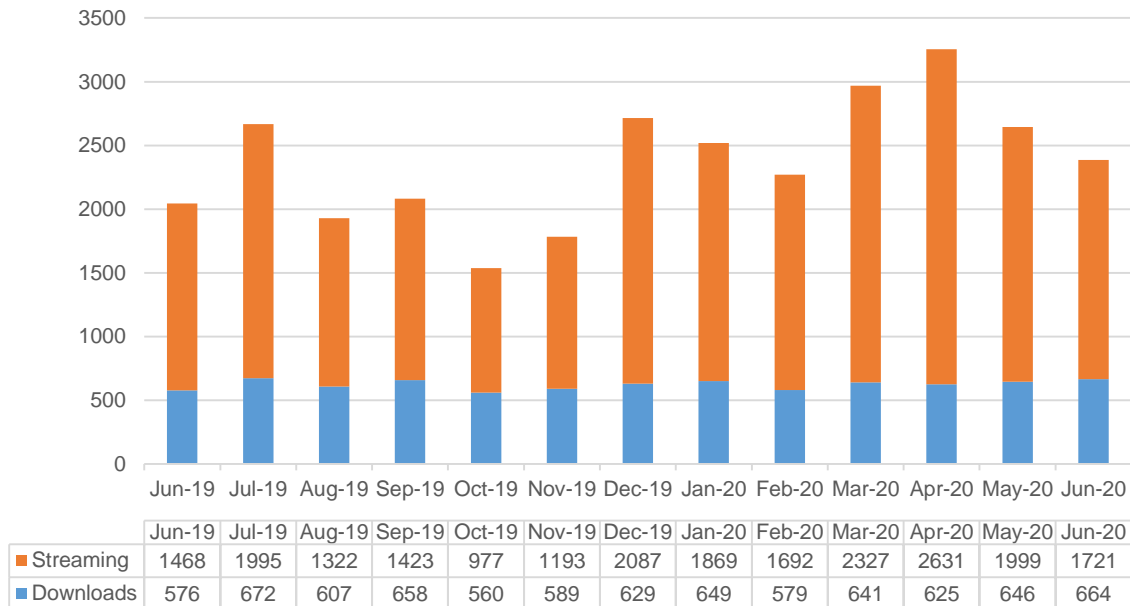
ELECTRONIC RESOURCES SUMMARY

Gale Courses

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Enrollments	78	40	89	169	79	74
Log-ins	427	403	459	706	895	681

Gale Courses

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Hours spent	630	717	748	1440	2025	1486
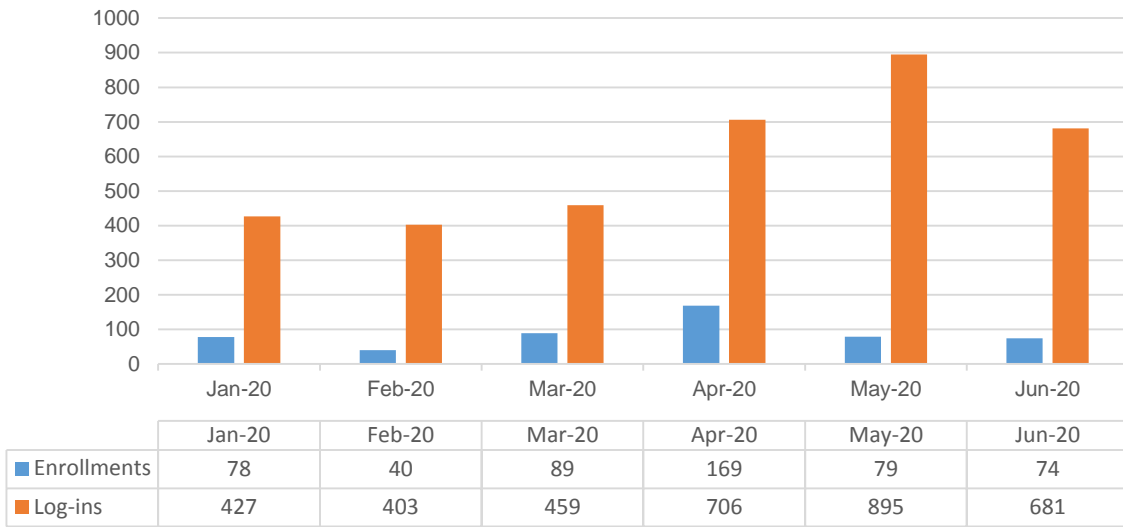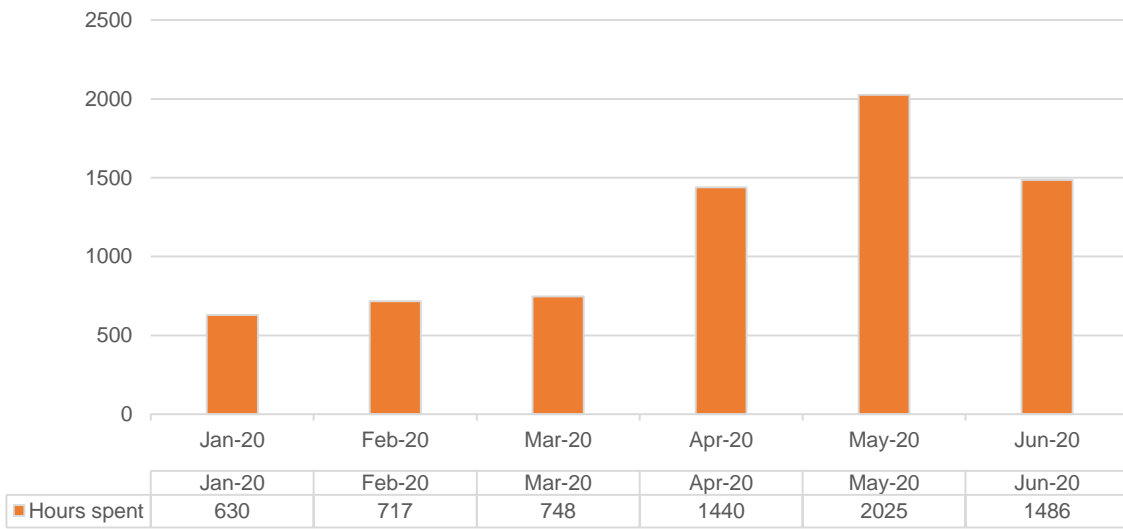
VIRTUAL PROGRAMMING SUMMARY

Programs per Day

Legend: Daily Programs (6-Day) — Riverfront 2019 — Crestwood 2019 — Will 2019
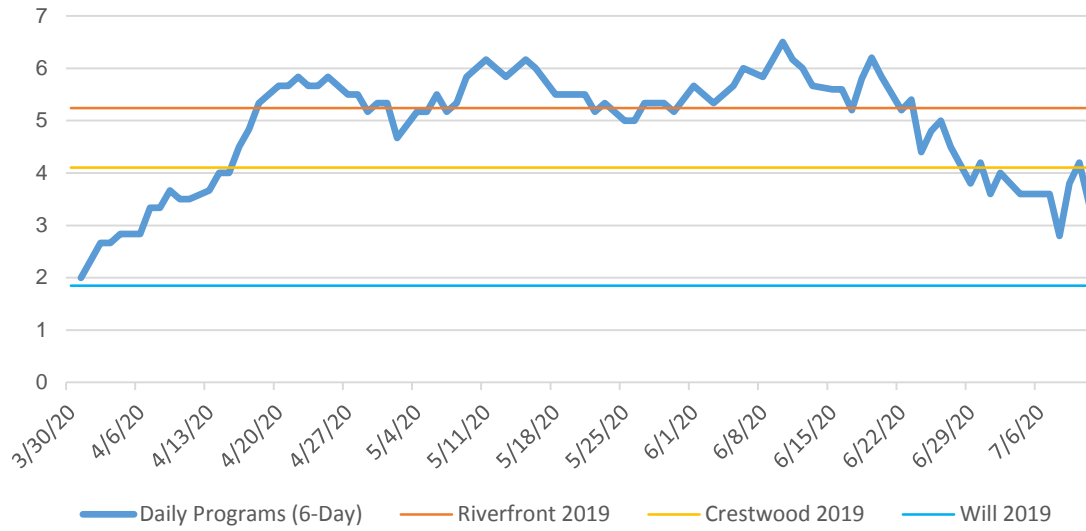
Daily Attendance (6-Day)

Total Programs	Total Attendance
451	6,911

NOTE: Through July 12. Attendance on non-Zoom platforms represent estimates.

VIRTUAL PROGRAMMING SUMMARY

ZOOM

Topic	Date	Att.	Topic	Date	Att.
Adult Book Club	4/16/20	32	Mindful Monday	15 sessions	558
Adult Online Book Club: Lab Girl by Hope	5/21/20	17	Mission Brotherhood	7/4/20	9
Adult Online Book Club: The Island of Sea	6/18/20	17	Mosaic Studio on Zoom	5 sessions	45
Adult Readers Theater	7 sessions	156	Movie Talk	11 sessions	91
ArchForKids: Make a Skyscraper	5/6/20	17	Mozairt: Explore AI through Art & Music	5/9/20	3
Assyrian American Oral History Project	2 sessions	7	Music & Me Rhythms with Miss Sabrina	6/18/20	
AUTHOR TALK: Julia Alvarez	6/10/20	122	Music & Me Rhythms with Miss Sabrina	6/4/20	17
Belly Dance Class	5 sessions	68	Music + Movement with Chloe's Kids	7 sessions	57
BINGO online for Adults	8 sessions	139	Music with Mr. Kurt	4/22/20	10
Body/Mind Fitness with Coach Karl	2 sessions	53	Mystery Monday	8 sessions	56
Book Party with Award-Winning Julia	6/10/20	149	News & Brews	16 sessions	376
Book Reading with Krystia Basil	4/20/20	7	Nomi & The Magic Fish & Other Folktales	7/9/20	13
Books before Bedtime book discussion	2 sessions	18	Origami for All	4 sessions	53
Boy Scouts Den 6	6/6/20	39	Podcast Club Brainstorming	4/9/20	3
Brave Little Red & Other Tales - Stories from	4/23/20	42	Podcast Club: Slow Burn Discussion	6 sessions	12
Code a Video Game with Scratch	4/18/20	15	Podcast Club: S-Town Discussion	5 sessions	25
Code Heroes	5 sessions	42	Podcast Help	2 sessions	1
Companies hiring now in Westchester	4/1/20	18	Relax and Rejuvenate	12 sessions	111
Dance with Daphne	4 sessions	87	Scavenger Hunt Saturdays for Teens	11 sessions	115
Dungeons & Dragons	5 sessions	27	Senior Chat Time	25 sessions	154
Ebook Help	2 sessions	18	Senior Outreach Committee of Crestwood	2 sessions	13
English Conversation Group	24 sessions	319	Sesión informativa sobre seguros de salud	5/8/20	11
Family Art Together	12 sessions	82	SO Fun Gameshow with the Circus Guy	6/23/20	14
Folk Art Fridays	4/24/20	8	SO Magic with the Circus Guy	3 sessions	51
Freegal Music Tech Drop-in	2 sessions	11	SO Messy, with The Circus Guy	4/28/20	25
Genealogy with Mike and Mary	4/16/20	17	Story Yoga	3 sessions	78
Get Organized!	4 sessions	88	Stress Reduction: Breathing & Stretching Tec	3 sessions	32
Gigi's Musical Adventure	5/21/20	11	Summer Reading Kickoff: Bert the Nerd	6/20/20	8
Google Series	6 sessions	42	Tech Drop-In	16 sessions	154
Graham Clarke Music Show	5/7/20	17	Teen Book Cover Contest	4/22/20	10
Health Insurance Information Session	5/1/20	8	Teen Check In	4/2/20	4
Help with eBooks and Streaming Apps	6/10/20	3	Teen Hilarious Book Read	4/7/20	7
Intermediate Excel 2013 *	2 sessions	14	Teen Tuesday	13 sessions	200
Intro to 3D design with Tinkercad	5/27/20	6	The Bronx: The Way it Was	5/11/20	100
Intro to Microsoft Publisher	6/23/20	5	The Magic of Music and Movement:	6 sessions	126
Intro to Python Coding	4/25/20	13	Transformation Tuesday	6/9/20	17
Introduction to Excel 2013 *	2 sessions	17	Tune in Thursdays for Teens	14 sessions	91
Introduction to Genealogy	6/16/20		Virtual Books before Bedtime - #1 Ladies'	3/25/20	6
Introduction to Microsoft Publisher 2013 *	5/6/20	5	Washington Irving: American Dreams	6/18/20	3
Introduction to Microsoft Word	7/7/20	3	Will Virtual Book Club	6/30/20	4
Introduction to PowerPoint 2013	3 sessions	18	Yoga For Yogis	16 sessions	532
Introduction to the Podcast Club	4/1/20	10	Yonkers On the Move	6/9/20	11
Job Search Help	4 sessions	28	Yonkers Thursday Lunch Club	4/16/20	21
KAHOOT	3 sessions	72	YPL Virtual Town Hall	3/26/20	38
Meditation and Chair Yoga	6 sessions	120	Zumba Class	10 sessions	240
Meditative Art	10 sessions	116	Zumba for Kids	5 sessions	54
Microsoft Word - Styles & Table of Contents	5/20/20	6	Zumba with Sol	3 sessions	159

Through July 10, 2020

VIRTUAL PROGRAMMING SUMMARY

Facebook Live

Topic	date	Reach
Chapter a Day: The Wonderful Wizard of Oz	4/14/20	1240
Chapter a Day: The Wonderful Wizard of Oz	4/15/20	675
Chapter a Day: The Wonderful Wizard of Oz	4/16/20	873
Chapter a Day: The Wonderful Wizard of Oz	4/17/20	569
Chapter a Day: The Wonderful Wizard of Oz	4/21/20	690
Chapter a Day: The Wonderful Wizard of Oz	4/22/20	702
Chapter a Day: The Wonderful Wizard of Oz	4/23/20	963
Chapter a Day: The Wonderful Wizard of Oz	4/24/20	506
Fairy Tale Friday	6/19/20	350
Fairy Tale Friday	6/26/20	419
Four-Thirty Fairy Tale	4/27/20	367
Four-Thirty Fairy Tale	4/28/20	403
Four-Thirty Fairy Tale	4/29/20	433
Four-Thirty Fairy Tale	4/30/20	539
Four-Thirty Fairy Tale	5/1/20	400
Four-Thirty Fairy Tale	5/4/20	319
Four-Thirty Fairy Tale	5/5/20	371
Four-Thirty Fairy Tale	5/6/20	1243
Four-Thirty Fairy Tale	5/7/20	295
Four-Thirty Fairy Tale	5/8/20	391
Four-Thirty Fairy Tale	5/11/20	1253
Four-Thirty Fairy Tale	5/12/20	302
Four-Thirty Fairy Tale	5/13/20	459
Four-Thirty Fairy Tale	5/14/20	337
Four-Thirty Fairy Tale	5/15/20	415
Four-Thirty Fairy Tale	5/18/20	359
Four-Thirty Fairy Tale	5/19/20	456
Four-Thirty Fairy Tale	5/20/20	373
Four-Thirty Fairy Tale	5/21/20	344
Four-Thirty Fairy Tale	5/22/20	408
Four-Thirty Fairy Tale	5/25/20	407
Four-Thirty Fairy Tale	5/26/20	353
Four-Thirty Fairy Tale	5/27/20	507
Four-Thirty Fairy Tale	5/28/20	341
Four-Thirty Fairy Tale	5/29/20	384
Four-Thirty Fairy Tale	6/1/20	378
Four-Thirty Fairy Tale	6/2/20	436
Four-Thirty Fairy Tale	6/3/20	400
Four-Thirty Fairy Tale	6/4/20	385
Four-Thirty Fairy Tale	6/5/20	428
Petite Concert	5/28/20	779
Pots and Pans Jam with ZEV!	5/11/20	648
Senior Law Day	6/1/20	2085
Storytime with Mr. Ralph	4/21/20	27
Storytime with Mr. Ralph	4/28/20	485
Storytime with Mr. Ralph	5/5/20	271
Storytime with Mr. Ralph	5/26/20	488
Storytime with Mr. Ralph	6/2/20	694
Storytime with Mr. Ralph	6/16/20	430
Storytime with Mr. Ralph	6/23/20	343
Storytime with Mr. Ralph	6/30/20	434
Storytime with Mr. Ralph	7/7/20	340
Storytime with Ralph	5/12/20	381
Storytime with Ralph	6/9/20	240
Strum and Drum with Zev!	6/25/20	537
Transformation Tuesday	6/23/20	645
Vegetarian Cooking Class with Chef Marcia Cooper	7/2/20	770

VIRTUAL PROGRAMMING SUMMARY

YouTube

Video title	Video publish time	Average percentage viewed (%)	Average view duration	Views	Impressions	Impressions click-through rate (%)
Gale Courses - Free online learning through the Yonkers Public Library	10-Apr-20	22.84	0:01:26	15	240	2
How to Sign Up for Hoopla using your Library Card	10-Apr-20	20.54	0:01:02	39	320	6.5
How-to Sign Up for Gale Courses using Yonkers Public Library Card	10-Apr-20	17.08	0:01:18	147	764	11.7
The Young Person's Poetry Slam at the Yonkers Public Library	15-Apr-20	10.58	0:01:19	37	174	10.3
Just In Time: Mango Languages	16-Apr-20	30.57	0:01:03	15	170	5.8
George Plimpton at the Yonkers Public Library- Part 1	17-Apr-20	3.04	0:00:55	19	310	2.5
Longtime Sunshine Weezer play along lesson Live at Tiny Desk versic	17-Apr-20	22.02	0:00:40	109	485	14.2
Storytime en Espanol by YPL Librarian Ana G.	17-Apr-20	2.23	0:00:22	16	217	1.3
Cat Stevens If You Want To Sing Out, Sing Out Play Along Guitar Less	19-Apr-20	31.79	0:01:53	381	1723	15.4
Intermediate Excel 2013	20-Apr-20	2.38	0:00:37	8	265	2.2
Introduction to Excel 2013	20-Apr-20	30.63	0:10:26	7	246	2.0
Introduction to PowerPoint 2013 Part I	20-Apr-20	16.43	0:04:04	6	253	1.5
Introduction to PowerPoint Part II	20-Apr-20	0.76	0:00:12	4	254	1.1
Yonkers Public Library Music and Movement with Chloe's Kids Episoc	20-Apr-20	31.26	0:07:39	156	876	10.7
Converting Internet Documents to PDF	21-Apr-20	45.13	0:01:39	5	238	2
George Plimpton at the Yonkers Public Library-Part 2	21-Apr-20	1.29	0:00:17	5	262	1.1
Just in Time: Kanopy	21-Apr-20	16.84	0:00:52	32	244	4.5
National Library Week 2020: Celebrating National Library Workers Day	21-Apr-20	40.34	0:03:22	299	486	8.8
Fulton History- Research Tip	23-Apr-20	41.49	0:02:03	39	271	5.1
George Plimpton at the Yonkers Public Library- Part 3	23-Apr-20	0.65	0:00:06	4	262	1.5
Spanish Story 2/Cuento en español 2: EL LIBRO TALONARIO por Pec	23-Apr-20	40.14	0:05:48	25	255	3.9
Yonkers Public Library 100th Anniversary Gala	29-Apr-20	5.04	0:00:58	16	242	4.9
Author Check tutorial	1-May-20	34.9	0:02:16	18	248	5.6
If You Were Mine Lesson Playthrough Dexter Romweber Silvertone 14	4-May-20	24.68	0:01:10	100	364	15.1
Just in Time: Learning Express Library	4-May-20	29.59	0:01:04	12	204	2.9
MindfulMondayMay4	4-May-20	13.13	0:05:29	33	210	4.2
Mindful Monday April 20 2020	5-May-20	8.6	0:03:46	22	170	5.2
MindfulMondayApril272020	5-May-20	22.05	0:08:45	10	213	2.8
Tumblebooks How-To download app on your mobile device using WLS	6-May-20	24.29	0:00:41	24	315	1.
Anymore Live Josh Klinghoffer Play Along Lesson Chords	12-May-20	44.55	0:00:38	240	1047	12.4
Freegal Tutorial	12-May-20	7.32	0:01:17	9	229	3.0
Storms Josh Klinghoffer Fleetwood Mac Cover Lesson Professional T/	13-May-20	12.6	0:01:09	521	1568	14.4
Spanish Omelet Sequence 01	15-May-20	42.99	0:02:38	64	272	3.6
Just in Time: Borrowing Ebooks & Audiobooks using Overdrive/Libby	17-May-20	10.57	0:00:44	16	206	4.8
Thank You Essential Workers!	18-May-20	59.26	0:02:19	166	356	8.7
Google Translate	22-May-20	20.83	0:00:35	12	160	
AUTHOR TALK: Julia Alvarez	10-Jun-20	21.31	0:12:56	681	292	11.
YPL Summer Reading for Adults	15-Jun-20	28.46	0:00:59	38	185	6.4
YPL Summer Reading for Kids	15-Jun-20	45.81	0:01:34	106	157	6.3
YPL Summer Reading for Teens	15-Jun-20	25.39	0:00:49	34	186	4.8
Book Party: Julia Alvarez, Best-Selling Author Julia Alvarez Visits Yon	20-Jun-20	3.15	0:01:56	19	180	3.3
Introduction to Microsoft Publisher	29-Jun-20	0.46	0:00:08	5	176	1.1
YPL COVID-19 Documentation, Episode 1: Jeffrey Gurian Survives Sev	29-Jun-20	6.02	0:04:21	62	315	6.9
Eddie Cochran - Summertime Blues Play Along Lesson	30-Jun-20	22.5	0:00:31	58	321	13.7
Cuento del dia (*average)	11 videos	27.37	0:01:06	28	297	3.8
Storytime with Miss Aili (*average)	60 videos	36.11	0:03:38	8	194	2.6

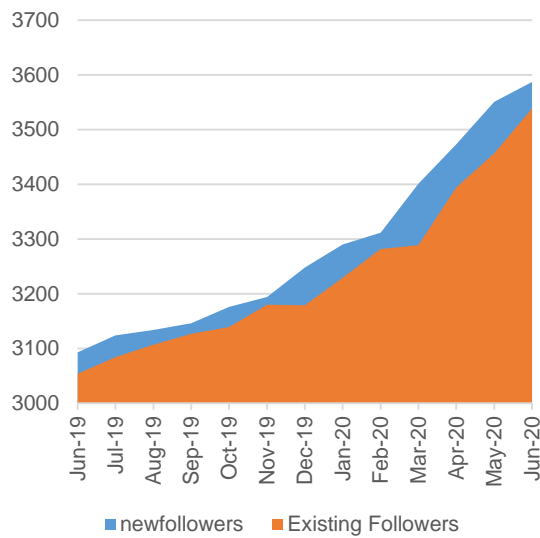# SOCIAL MEDIA SUMMARY (FACEBOOK)

Yonkers Public Library
f 3,587 fans

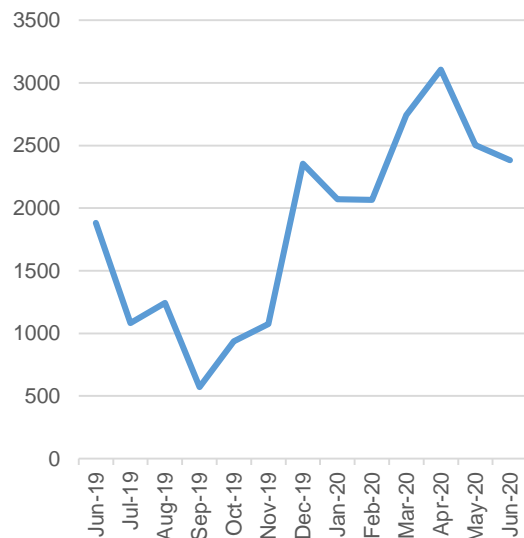Page analytics are updated daily by 5am PT and reported in Pacific Time

Performance for the selected 30 days compared to the previous period

Posts	Post Reach	Post Impressions	Link Clicks
70 ↓ 21%	**22.1k** ↓ 17%	**47.3k** ↓ 15%	**222** ↓ 47%

Reactions	Engaged Users	Page & Post Engagements	New Fans
1,043 ↓ 3%	**2,382** ↓ 1%	**3,914** ↑ 2%	**48** ↓ 48%

Followers

■ newfollowers ■ Existing Followers

Engaged Users

Audience

■ postImpressions ■ postReach

29
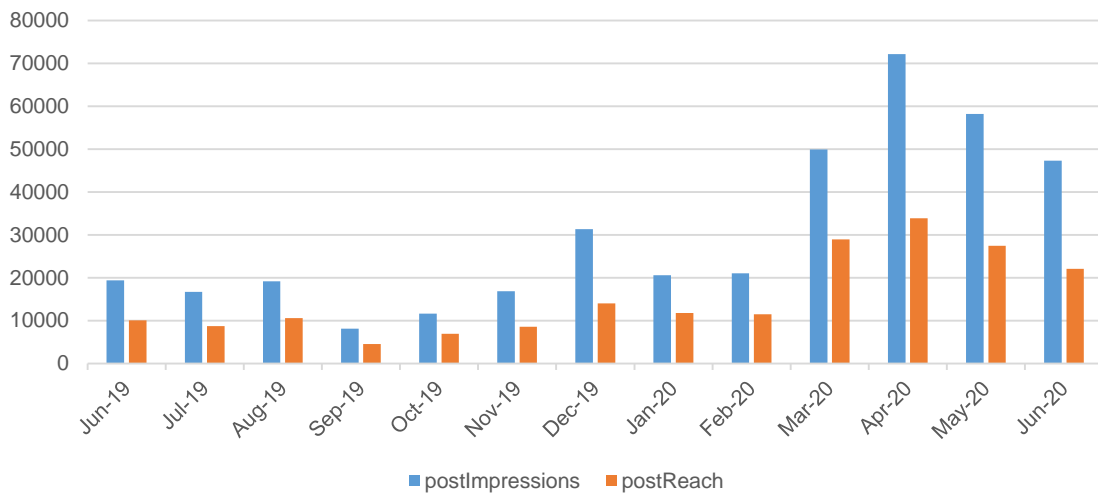
Impressions are the number of times a post from your page is displayed. For example, if someone sees a page update in their Facebook newsfeed and then sees that same update when a friend shares it, that counts as 2 impressions. **Reach** refers to the number of people who see your content, while impression refers to the number of times the content is displayed.

SOCIAL MEDIA SUMMARY (FACEBOOK)

Engagement

Chart: Engagement (stacked bar chart, Jun-19 through Jun-20)

Legend: ■ pageEngagements ■ postShares ■ postReactions ■ postComments ■ postClick

Month	pageEngagements	postShares	postReactions	postComments	postClick
Jun-19	1527	45	369	11	702
Jul-19	429	16	235	7	984
Aug-19	376	16	316	14	1141
Sep-19	292	22	153	16	329
Oct-19	41	20	148		656
Nov-19	877	23	335	13	1020
Dec-19	1926	41	835	44	1523
Jan-20	2428	25	373	16	856
Feb-20	1512	31	473	21	1340
Mar-20	1023	282	610	54	2410
Apr-20	1574	265	756	99	2852
May-20	1152	132	601	46	2077
Jun-20	966	124	597	52	2175

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
15 June 10:26 am ↻ VIEW POST	**199** post clicks	**3,314** post impressions
Happy June 15th! Today is a date for the history books. Today, YPL officially launched it's new "Contact-Free Pickup" service. On day 1, we are excited to distribute hundreds of materials to the Yonkers community! Order your materials today. www.ypl.org/contact-free-pickup/	**49** reactions	**2,772** post reach
	2 comments	
#ContactFreePickUp #CityofYonkers #education #reading #entertainment #DVDs #Supportyourlibrary #StayHealthy	**3** shares	
12 June 10:47 am ↻ VIEW POST	**114** post clicks	**1,275** post impressions
Hundreds of contact-free pickup library packages getting ready for pickup! Pre order today!	**33** reactions	**1,103** post reach
Contact free pickup: Yonkers Public Library (YPL) will launch contact free pickup at all 3 locations beginning next Monday, June 15. If a library item is available on our shelves it can be requested for pickup at the library's doorstep or atrium. You can learn more about that service here: www.ypl.org/contact-free-pickup/	**3** comments	
We are excited to reconnect the Yonkers community with print materials after digital-only service since mid-March. We anticipate a Phase 4 reopening in early July.	**8** shares	

30

QUARTERLY REPORTS

RIVERFRONT QUARTERLY REPORT
APRIL, MAY, AND JUNE 2020

As a critical community resource, the Riverfront Library looks forward to the day when we can once again provide the full repertoire of our services to all our patrons. The staff is so eager to reconnect with the community.

Still, the Riverfront Library succeeded in evolving during the COVID-19 closure to provide remotely many of the services and programs that Yonkers residents have come to expect from their library.

As the Library Administration continued during this time to closely monitor the changing course of the national health emergency, the Library staff spent countless hours at home creating attractive and welcoming virtual programs to help meet the needs of our community.

In particular, the Adult Services Department added and improved various digital services available to those accessing the Library's website.

In addition to managing the Library's blog, Elyse Schreiber updated and redesigned much of the Yonkers Public Library's website. She also collaborated with Carlos Figueroa and James Hackett to migrate our online events calendar to a completely new system. Working remotely from home, Anne Campbell updated a database which lists continuing education opportunities for the library staff.

Hosting numerous virtual programs and creating helpful instructional videos during the quarter were Phyllis Cole, Alice DeWaters, Ana Gantzer, Eugene Howell, Nina Smith, and Arnaldo Torres.

John Favareau, our local history librarian, researched and compiled the history of each of the Library's three branches. He also prepared, for eventual posting to our online archive, biographies of several notable Yonkers residents. (After 26 years of newspaper indexing, answering patrons' queries, researching emailers' inquiries, and making lasting friendships among patrons and staff alike, John will retire this summer. John, may you enjoy this next chapter. We will miss you dearly.)

The Riverfront Library is a trusted center of the community. Accordingly, our staff continued during this difficult period to maintain our partnerships with other community organizations so that, together with them, we can work to make a difference in people's lives. Eugene Howell continued his work as a community liaison through regular ZOOM meetings with the Yonkers Community Network. Sandy Amoyaw continued to attend, through ZOOM, meetings with the Salvation Army, the Mayor's African-American Advisory Board, and the Rotary International organization. Through ZOOM also, Arnaldo Torres continued his work as a board member of the Yonkers YMCA.

As we have in the past, the Riverfront Library provided our teens during the quarter with a number of popular programs online. Eileen Fusco, our coordinator of teen programming, manages the Summer Reading program, a task which includes providing teens with summer reading lists, creating "pleasure reading" lists, and coordinating and distributing prizes for our popular reading competitions. (The Summer Reading program is offered online this year through READsquared.)

It's important for children to have an outlet during the pandemic. Though circumstances have prevented our Children's Department from welcoming youngsters on site, many of the department's programs have migrated online. We are confident that we still provide children -- though now virtually -- with a place to learn and to enhance their reading skills.

Children's Librarian Renee Rabadi hosted *Book Reading* with Krystia Basil, *Zumba for Kids*, *and Music with Kurt*, and *Arch for Kids.*

Children's Librarian Ralph Guida hosted Tuesdays' *Storytime* on Facebook Live for children 3 to 5 years old.

Children's Librarian Michelle Halpern co-hosted *Baby Signing Time* with Chloe and *Music Movement* with Chloe's Kids.

Our young patrons were also invited to join in on Miss Sabrina's *Music and Live Rhythm* and Graham Clark's *Music Show*.

On Saturday, June 20, the Children's Department launched its Summer Reading Celebration with Bert the Nerd. *Imagine Your Story* is the theme of this year's celebration. As always, the goal is to foster reading, to develop positive attitudes towards the library and books, and to prevent the "summer slide" loss of literacy skills. Children on average lose about two months of reading skills over the summer if they don't keep reading. With the closure of schools in the spring due to the pandemic, that loss could be greater this year.

Alterations in the physical layout of the first floor have been undertaken with the aim of providing patrons with a better library experience. The DVDs and CDs, and the computers and the self-checkout units have been moved to different locations, and the new books -- both fiction and nonfiction -- have been relocated to a place that provides them with greater visibility, allowing for their more prominent display.

Contactless Pickup Service

We were excited on June 15 to initiate for our patrons the Contactless Pickup Service. We know that many of them have waited patiently for more than three months for the resumption of their borrowing privileges. In the few weeks since mid-June, 106 patrons have taken advantage of this service, with both staff and patrons observing social distancing and other precautions recommended by the health authorities.

Preparations for Reopening

- We strongly encourage library users to wear masks while inside the building. We also ask that they keep a safe distance of six feet from one another and that they remain in the building only as long as needed to access library resources. We ask that members of the staff stay home if they are not feeling well.

- Sneeze guards have been installed at the library's service desks. The book sale has been suspended indefinitely. The first floor has been reorganized to create wider lanes for foot traffic.

- The custodial staff will continue the intensive cleaning of surfaces inside the building. Hand sanitizers will be available to both the staff and the public. All library materials will be quarantined for 72 hours before becoming eligible to circulate again.

Finally, we wish to express our thanks to Russell Martinez and the members of the custodial staff for all that they have done to keep the Riverfront Library healthy, clean, and safe in these challenging times: Your efforts have not gone unnoticed, and the entire staff is in your debt. Thank you! Keep up the good work!

Sandy Ernest Amoyaw
Branch Administrator
Riverfront Library

QUARTERLY REPORTS

QUARTERLY REPORT—GRINTON I. WILL LIBRARY
APRIL—JUNE 2020

The Will library continued to make a positive impact in the Yonkers community despite the continued building closure. The staff remained flexible, industrious, service-oriented and creative. They also utilized this time to expand their knowledge and learn new skills. 250 professional development workshops, webinars and zoom meetings were attended by the staff. Some of them included Google Drive, DEMCO SignUp, ReadSquared: A Summer Reading Discussion, Census 2020: Chat and Connect, Providing Virtual Programs in a Health Crisis, Supporting Family Literacy While Social Distancing, Mental Health and Public Libraries, How School & Public Library Partnerships Increase Remote Access to Books, and Remote Worker Productivity Tips & Tricks with Zoom.

Staff responded to community needs with remote reference and referral phone service and through the creation of important web content. Our YPL Library blog webpage hosted entries about service availability, reader's advisory lists and virtual displays. Some of the curated content included the following: Yonkers Essential Services for Seniors; Legal Resources in Westchester County; Medicaid Redesign; Tele-support Group for Adults with Vision Loss and Lighthouse Guild Information; National Poetry Month; Black Lives Matter; Suggested Podcasts; Fitness at Home; Juneteenth Reading List; Removing Safety Gloves; Senior Law Day; and Hoopla and Kanopy Film Reviews.

Promoting literacy and educating our public remained an essential remote service. The children's department compiled lists of Yonkers Public School summer reading books that were available as eBooks. 60 episodes of Storytime with Miss Aili were created and uploaded to our YouTube channel.   *The Wonderful Wizard of Oz* and 33 fairy tales were read on Facebook Live. Librarians read popular stories and poetry daily on the popular YPL Dial-a-Story and Dial-a-Poem telephone lines. A list of available YA eBooks adapted for film and television were promoted. E-book technology and podcast drop-in sessions were offered and technology tutorial videos were created for the YPL YouTube channel.

The Will Library remained a vital community space. Our parking lot was used to distribute food to local organizations and to those in our community with food insecurities. City Council President Mike Khader joined Stop and Shop and PCNY to distribute over 2500 boxes of fresh fruit and vegetables out of doors. There was also a table with literature reminding the public of the importance of responding to Census 2020. We also opened up our doors for early voting to Yonkers residents for the primary election, and when Westchester County Board of Elections consolidated polling sites for the actual election, the Will Library was again able to offer its location.

During these stressful times constant communication was vital to operate remotely and efficiently. The branch administrator held weekly department heads' meetings via Zoom, spoke to the department heads daily over the phone, and hosted a Will reopening planning meeting. The branch administrator spoke to Alisa Holland from New York Presbyterian Lawrence Hospital's department of community and government affairs to discuss virtual programming. She attended the Yonkers NNORC Advisory Board meeting led by Sally Pinto, and also participated in the Foundation for the Yonkers Public Library virtual spring gala featuring the renowned poet and novelist Julia Alvarez.

Service to our most vulnerable populations continued with our Homebound Service. Calls were made to check in with the patrons who use the service and to find out what materials they wished to receive. The innovative Senior Chat Time program was created. Twice a week seniors joined an informal Zoom meeting where they discussed how they were coping with the pandemic, their memories of Yonkers, their families, current news and more. The Library, the City of Yonkers Department of the Aging and Westchester Library System partnered to offer the third annual Senior Law Day. They were creative in how it would be presented to the community. The health, legal and financial workshops were accessible via a toll-free number, on Facebook Live (thanks to Rose Aviles), and on the Yonkers Public Access TV channel on cable television.

The staff busily prepared for Contact-Free Pickup that began on June 15. They checked in hundreds of items, pulled countless holds, fielded questions about the new service and staffed the table. Patrons are reserving materials online and calling to request the summer reading titles for their children. The patrons are so happy! Joyous smiles witnessed by

staff during contact-free pickup remind us all that the library is indeed an essential service to our patrons, who learn, discover and escape with all that we have to offer.

We are preparing for the reopening of our doors in mid-July. The circulation staff unlocked hundreds of DVD and CD cases to facilitate easier self-checkout for patrons. The graphic novel collection was moved to a prominent location. Furniture has been relocated and computers separated to ensure social distancing. We are looking forward to opening our doors to the public and providing services while ensuring everyone's safety.

Aurora Cruz
Grinton. I Will Branch Administrator

QUARTERLY REPORTS

CRESTWOOD BRANCH QUARTERLY REPORT – APRIL, MAY, JUNE 2020

What a transformational quarter we experienced at Crestwood Library. Crestwood Crew experienced two staffing changes – We grew a full time Custodian! Luis Barcelo, our part-time custodian, accepted a full time custodial position at Riverfront Library. Betty Giordano retired from part-time clerking after a dedicated twenty-four years of service. Part time clerk Jacqueline Leone, who joined the Crew in mid-March, finally started training in mid-June and writes cherished inspirational chalk messages and drawings on our walkways. Part-time clerk Valentina Saccente gave birth to a healthy baby girl Sofia in April who graces us with smiles and reminds us of the power of hope and hard work at our ZOOM Crestwood Crew Check-ins.

Building and IT improvement highlights included Head Custodian Russell Martinez coordinating the removal of much of our furniture in order to de-densify the floor space, installing netting to cover the windows for air, patching and painting our bathroom walls, installing sneeze guards at our three service points, and installing protective guards around the Children's Room and Upstairs Circulation desk for staff safety. We continue to monitor roof and window leaks. Carlos Figueroa was instrumental in removing 4 out of 6 of our public computers, installing scanners for public use at our three service points, and lending us a Jetpack for wireless use both inside and outside the building for smooth running of Library Zooms.

Friends of Crestwood Library (FOCL) is continuing their quest to reclaim 501c3 status. FOCL continues to fund and supplement many of our wonderful programs including Body/Mind Fitness with Coach Karl in July via ZOOM and supplementing summer reading programs with make it and take it materials for craft kits, and coloring supplies that were delivered to 24 seniors and families. We are fortunate that board member Pat Manning continues her monthly Get Organized programs via ZOOM and board member Susan Gleason continues the monthly book club via ZOOM.

Local Girl Scout Olivia Dower's Gold Award Project "What Do You Want to Say? Finding Your Voice Through Theater and Performance" was approved by the Girl Scout Council. She has been attending Teen Tuesday programs regularly this quarter to build a relationship with her peers online and she will be the featured activity/focus during our weekly Teen Tuesday Zoom Sessions during July and August. Mentoring Olivia in her wonderful project aimed at engaging teens and empowering them to advocate for themselves and the world they live in has been meaningful during this challenging time.

Cozy Crestwood Library underwent a deep de-densification during May where "The Fantastic Four" full time staff members Phil Poggiali, Mary Nowak and Chris Sheerin and I worked together tirelessly with Russell Martinez and custodial staff members and Sandra D. to accomplish the following:

- Removal of all toys and stuffed animals from the kids room
- Removal of 50% of kids room seating to align with social distancing
- Weeding of board books collection in advance of storing them temporarily
- Removal of all board games from behind the desk (community accessible), and moved them to storage
- Weeding of adult DVD collection resulting in the removal of one spinner from the adult reading room
- Removal of one white metal shelving from entryway improving flow and floor space
- Relocation and weeding of the adult and juvenile CD collections
- Expanding of space for various stages of patron holds including 72 hour hold space for returned books
- Removal of soft seating from adult reading room, both wooden tables and 12 chairs from main reading room, removal of 4 of 6 computers to comply with reduced building capacity limits
- Weeding of adult book collections
  Updating of appropriate signage

All members of Crestwood Crew (Phil Poggiali, Mary Nowak, Chris Sheerin, Justine Osterman, Anita Asheley, Betty Giordano, Carmela McManus, Daniella Ranallo, Katie Ciriello, Kim Arline, Liz Caruso, Matthew Rodrigues, Nina Colavolpe-Leone, Peter Alaimo, Phil Chopak, Sevdi Simnica, Sumie Hernandez-Moss and Valentina Saccente) support online programming and consistently show up online to engage patrons whether it be on the weekly News and Brews, or newly formed Bingo and Chair Yoga programs. Their commitment to each other and our community is commendable.

Customer service remained our number one priority when the doors closed and we are grateful to Librarians Justine Osterman and Biagio Capirchio who jumped in to cover phone coverage shifts along with Phil, Mary and I in order to enable Crestwood to provide quality service hours via phone 10am to 4pm Monday through Saturday on par with our other two libraries.

QUARTERLY REPORTS

Self-care and wellness programs continue to be part of our essential services to our public. Mindful Monday supports everyone who attends to jump into a grounded and focused mindset every Monday morning and Yoga for Yogis on Thursdays gives people that extra flexibility and boost needed to get through the week. Full time clerk Mary Nowak has become very proficient Zooming and she works behind the scenes making sure that programs run smoothly. Our new collaboration with NNORC, COY Office of the Aging and WJCS has brought many wonderful programs to the calendar this quarter including Intergenerational Bingo on Thursdays via ZOOM, Chair Yoga and Meditation formerly on
Wednesdays now on Fridays and health Zoom sessions on timely topics such as stress, anxiety, depression, dealing with chronic health issues and preventative care.

Phil Poggiali had his one year work anniversary in May during the Covid-crisis and was able to complete a threecredit course, Financial Management of Public Libraries (LIS 703) for the Advanced Certificate in Public Library Administration, through LIU's Palmer Institute. He also attended several webinars including: Creating a Safe & Welcoming Space in Your Library; Cultural Humility in Public Libraries; Getting Unstuck: Help Your Board, Staff, and Town Talk about Library Funding; Excel for Librarians; Managing Library Technology (WebJunction); Maximizing and Measuring Virtual Programs; Sure Bet Bests: Matching Readers with their Best Reads (Public Library Association). Phil co-lead eight Movie Talk programs and led seven Readers Theater programs to round out our zoom offerings with "edutainment" for adults in the evenings. Phil also produced 7 Just in Time instruction videos: Mango Languages, Kanopy, Learning Express, Overdrive/Libby, Summer Reading (Adult, Teen, Children's).

This whole COVID-19 experience has really made us question "What role should the public library play in recovery of our society?" Well we found out that our community considers us to be an essential service. They continue to reach out to us virtually and we are able to find ways to keep in touch/connect with them, referring them to services and answering all their reference questions, lending a friendly ear when they wanted to talk and cultivating a learning community online that people value and find relevant in an ever-changing world. Crestwood Library remains a solid touchstone in our Yonkers community.

Selected Highlights of Branch Manager's Professional Meetings and Activities during this period included:

APRIL:

1: Morning Book Buzz Penguin/Random House via ZOOM & Crestwood Crew Check-in
2: Kill the Chaos Webinar & YPL Programming Team Organizational Mtg
3: YPL Google Teams Drive Demo via ZOOM
5: Shiva for YPL Patron's Mother via ZOOM; Food Delivery & Homework Help
6: YPL Weekly Planning Mtg; YA Programming Mtg; ReadSquared Summer Reading Discussion; Director's Office Hours, Shelly Mayer Town Hall Mtg
7: YOM Teleconference Mtg & Hands-free Story Hours Webinar
8: School Library Journal Middle Grade Magic; Public & School Libraries Creative Ways to Build Partnerships Webinar
9: Senior Outreach Mtg via ZOOM; Mtg with JM via ZOOM; Director's Office Hours via ZOOM; Story Craft Programming Mtg
10: YA Book Buzz Mtg via GoogleHangouts "Almost American Girl" by Robin Ha and "Not So Pure and Simple" by Lamar Giles
13: YPL Weekly Planning Mtg via ZOOM; YA Programming Mtg via ZOOM; Managing People & Projects from Home via ZOOM & Break Free from Stress & Anxiety & Live in the NOW via ZOOM
14: Adult Virtual Programming Mtg via Zoom; Working Mindfully in Uncertain Times ZOOM; Style Guide Discussion via ZOOM
15: Children's Programming Mtg via ZOOM; walk through Crestwood with JM and RM; How School & Public Library Partnerships Increase Remote Access to Books Webcast; Friends of Crestwood Library Board Mtg & Crestwood Crew Check-in
16: Senior Outreach Mtg via ZOOM
17: Pack 6 Scout Mtg via ZOOM
21: YOM Mtg via ZOOM, Style Guide Committee Discussion via ZOOM; Strength to Thrive ZOOM
22: YPL Reopening Planning Session, New Books for Storytime Webinar, Public Library Connect: Reach More Young Readers! Via ZOOM, Crestwood Crew Check-in
23: ReadSquared Training via ZOOM, Senior Outreach Mtg via ZOOM, Children's Programming Meeting via ZOOM, Clerical Operations Mtg via ZOOM
24: Strategies for Coping with Covid-19:A Practical Workshop with Dr. Joanna Fava via ZOOM & NLW Kahoot via ZOOM
27: YPL Weekly Planning Mtg via ZOOM, Digital Resources for K-12 Learning in the Age of Covid Webinar, YA Programming Mtg & Gold Award Girl Scout Planning Mtg via ZOOM
28: The College Landscape in the Time of COVID-19 YPIE, Style Guide Discussion via ZOOM, Supplies deliveries to local seniors
29: YCR Full Timers Preopening Mtg via ZOOM, Form Based Reader's Advisory via ZOOM & Crestwood Crew Check-in
30: Senior Outreach Mtg via ZOOM

QUARTERLY REPORTS

<u>MAY:</u>

1: YCR In person Tech Walk Through with Carlos, Den 6 Boy Scout Mtg via ZOOM
2: Friends of Crestwood Library Mtg with Lois Heitner
3: YA Book Buzz planning Mtg via GoogleHangouts
4: Reopening Hours of Service and Shift Planning via ZOOM
5: Data for Decision Making Webinar; Style Guide Discussion & Management Scheduling Mtg via ZOOM
6: Crestwood Branch Reopening Mtg via ZOOM; Friends of Crestwood Library Board Mtg via ZOOM; Crestwood Crew Check-in & Girl Scout Gold Award Meeting via ZOOM
7: Senior Outreach Mtg via ZOOM
8: YPL/YPS Cooperation Mtg via ZOOM & YA Book Buzz Book Discussion "Infinity Son" by Adam Silvera via Google Hangouts
10: ReadSquared Summer Reading Mtg via ZOOM; YPL Weekly Planning Mtg
12: YOM Mtg via ZOOM & Adult Programming Group Check-in
13: Children's Programming Mtg via ZOOM & Crestwood Crew Check-in
14: Senior Outreach Mtg & Test BINGO venture with NNORC, COY Office of the Aging and WJCS & Gina Bell Mtg via ZOOM
15: Strategies to Engage Reluctant Readers & Minimize an Elongated Summer Slide via ZOOM; YA BOOK BUZZ Mtg via Google Hangouts
18: YPL Manager's Mtg via ZOOM
19: YOM Steering Mtg via ZOOM & Virtual Budget Hearing COY via ZOOM
20: Children's Programming Mtg via ZOOM, Union Meeting via ZOOM & Crestwood Crew Check-in
21: Senior Outreach Mtg & YPL Board Meeting via ZOOM
22: Yonkers NNORC Advisory Board Meeting via ZOOM & YPL Book Ordering Discussion via ZOOM
25: Memorial Day Parade socially distanced table outside library and walked down to Veteran's Plaza
26: YOM Full Committee Mtg via ZOOM & Adult Programming Group Check-in; Gina Bell ReadSquared via ZOOM
27: Friends of Crestwood Library Virtual Programming Committee Mtg via ZOOM & Branch Manager's Mtg via ZOOM
28: Senior Outreach Mtg via ZOOM & Children's Programming Mtg via ZOOM
29: Pre-opening and Contact Free Pick-up Planning Mtg & Jay Michaels Interview for Passion Pit via Zoom

<u>JUNE</u>:

1: YPL Management Mtg via ZOOM & Director's Office Hours via ZOOM
2: YPS Re-Entry Plan Academics Mtg via ZOOM, YPL/YPS ReadSquared Online Training ZOOM
4: Senior Outreach Mtg via ZOOM
5: YPS Re-Entry Plan Academics Mtg via ZOOM & Den 6 Scouts Summer Reading ZOOM
8: YPL Management Mtg via ZOOM & Julia Alvarez Planning Mtg via ZOOM
9: YOM Mtg via ZOOM
10: YPL Children's Programming Mtg via ZOOM; Julia Alvarez YPS YouTube Streaming & YPL Foundation Fundraiser via ZOOM
11: Senior Outreach Mtg via ZOOM
12: YA Book Buzz Mtg Discussion of "Stamped" via Google Hangouts
15: YPL Manager's Mtg via ZOOM
16: 2 ReadSquared Seminars for YPS via ZOOM & JM site visit at Crestwood Library
17: 2 ReadSquared Seminars for YPS via ZOOM & Friends of Crestwood Library Board Meeting via ZOOM
18: Senior Outreach Mtg via ZOOM, ReadSquared Introduction YPL/JCY via ZOOM; YPL Board Meeting via ZOOM
19: Den 6 Boy Scouts Mtg via ZOOM
22: YPL Management Mtg via ZOOM
24: Crestwood Crew Mtg via ZOOM & Jan Ewing Mtg via ZOOM
25: Senior Outreach Mtg via ZOOM
26: YPL Award Committee Mtg via ZOOM
29: YPL Management Mtg via ZOOM
30: Branch Administration Check-in via ZOOM

Respectfully submitted, Z, Baird, Crestwood Library Branch Manager

QUARTERLY REPORTS

Custodial Department
Quarterly Report
April, May, June 2019

COVID report

During the COVID shutdown beginning in late March I made myself available to staff from all branches to retrieve laptops, books, and other items. At the same time I routinely checked the Crestwood and Will Libraries for leaks / heating issues and vandalism.

Also during the shutdown we had multiple issues resolved such as, bathroom floors and faucets replaced and or repaired. We also painted all bathrooms at Will and Crestwood, vestibule at Crestwood, computer room and story room at Will also. At Riverfront the arts and craft room was painted and the floor retiled and waxed, all the elevator landing / halls have been painted as well.
All areas, public and staff have been shampooed and disinfected and will continue to be disinfected multiple times daily. Also all bathrooms have been disinfected.
The furniture at all three branches has been moved and relocated for social distancing.

Thanks to all of you for your efforts!
Stay safe and healthy!

Staff:
The part-time position at Crestwood remains open.

Russell Martinez
Supervisor of Custodians

Yonkers Public Library - Graphics Department
Quarterly Report: April-June 2020
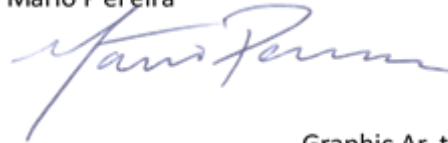
The past three months have been spent mostly working from home, updating a new look for the graphics of YPL with a style guide, under the directive of Library Director Jesse Montero. The guide incorporates 2 standard fonts (one for headers, the other for body text), using the 2-color scheme of YPL. A wide array of standardization in regards to formatting and use of language, etc was also included as part of YPL's new form of branding.

Fliers for our various digital media sites (Facebook, Flickr, etc) were created for the many virtual programs hosted by YPL during the lockdown, continuing into the re-opening period. Such programs included covered a wide variety of interests, including:

- Health and fitness
- Children's story and book readings
- Arts & crafts
- Tech help
- Cooking class
- Book and movie discussions
- Conversation and meet-up groups
- Musical presentations
  and many others, including the online Spring Gala with Author Julia Alvarez

In addition, several signs regarding YPL's policy during the post-COVID lockdown re-opening process were produced and distributed throughout the three library branches.

Mario Pereira

Graphic Artist

IT Department Quarterly Report

- **3D Printer Collaboration**
  - The library's 3-D printing machines were being used by Dr. Stephen Erosa, who was helping with the printing of protective masks in St. Johns and other hospitals during the initial stages of the COVID pandemic. There where over 600 PPE models that were printed and we are happy to hear that the printers were being put to a great lifesaving cause.

- **Evanced Calendar**
  - The migration of the Evanced calendar is complete and the hosting of the calendar is being done by the software publisher, which is Demco. Staff training was done in the last weeks of April and the first week of May before the go-live date which was May 12th. The majority of events that where created by staff in the old calendar system were transferred over and merged correctly. A big thanks to Christine Bitetti and James Hackett who helped with training and troubleshooting issues with staff members.

- **Zoom\Virtual Programming**
  - Staff members are continuing to use the Zoom platform to provide virtual programming during the phased reopening of the branches. During the time of physical closure we were using zoom to provide video and webinar conferencing for library programs that were hosted by staff members. The fine tuning of security controls and best practices continue to evolve as Zoom is also making changes in the software. We continue to work with the Virtual programming group to identify areas that need adjustments within Zoom as well as providing support.

Ticket System

The IT department at the library is currently using a ticketing system to keep track of work that each technician is assigned. The tickets can range from general help desk calls to repairs of various types. Below is the department count:

Tickets resolved	252

Best Regards,

Carlos Figueroa

BOOK STOCK
FOR THE MONTH OF JUNE 2020

RIVERFRONT LIBRARY	2020	2019
Number of volumes at end of previous month	152,055	
Number of volumes added this month	793	
TOTAL	152,848	
Number of volumes lost/withdrawn this month	0	
TOTAL VOLUMES RIVERFRONT LIBRARY	152,848	153,960

GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	148,031	
Number of volumes added this month	1,102	
TOTA L	149,133	
Number of volumes lost/withdrawn this month	0	
TOTAL VOLUMES GRINTON I. WILL BRANCH	149,133	133,454

CRESTWOOD BRANCH		
Number of volumes at end of previous month	27,185	
Number of volumes added this month	0	
TOTAL	27,185	
Number of volumes lost/withdrawn this month	0	
TOTAL CRESTWOOD BRANCH	27,185	25,835

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	329,166	313,249

Yonkers Public Library
Annual Report For Public And Association Libraries - 2019

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Report all information in Part 1 as of December 31, 2019, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	8800667240
1.2	Library Name	YONKERS PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Yonkers
1.6	Beginning Fiscal Reporting Year	01/01/2019
1.7	Ending Fiscal Reporting Year	12/31/2019
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning Local Fiscal Year	01/01/2019
1.12	Ending Local Fiscal Year	12/31/2020
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	ONE LARKIN CENTER
1.15	City	YONKERS
1.16	Zip Code	10701
1.17	Mailing Address	ONE LARKIN CENTER
1.18	City	YONKERS
1.19	Zip Code	10701
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(914) 337-1500
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(914) 376-5593

1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	director@ypl.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.ypl.org
1.24	Population Chartered to Serve (per 2010 Census)	195,976
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	City
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute
1.29	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	02/09/1893
1.30	Date the library was last registered	10/17/1907
1.31	Federal Employer Identification Number	133421565
1.32	County	WESTCHESTER
1.33	School District	Yonkers
1.34	Town/City	Yonkers
1.35	Library System	Westchester Library System

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a	President/CEO Name	
1.36b	President/CEO Phone Number	
1.36c	President/CEO Email	

NOTE: For questions 1.37 through 1.44, report all information for the <u>current</u> library director/manager.

1.37	First Name of Library Director/Manager	Susan
1.38	Last Name of Library Director/Manager	Thaler
1.39	NYS Public Librarian Certification Number	18131
1.40	What is the highest education level of the library manager/director?	Other
1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y
1.42	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Y
1.43	E-mail Address of the Director/Manager	sthaler@ypl.org
1.44	Fax Number of the Director/Manager	(914) 376-3004

1.45	Is the library a member of the New York State and Local Retirement System?	Y
1.46	Does the library charge fees for library cards to people residing outside the system's service area?	Y
1.47	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2019? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.48.	N

Public Votes/Contracts

1.	Name of municipality or district holding the public vote	N/A
2.	Indicate the type of municipality or district holding the public vote	N/A
3.	Date the vote was held (mm/dd/2019)	N/A
4.	Was the vote successful? Y/N	N/A
5.	What type of public vote was it?	N/A
6a.	Most recent prior year approved appropriation from a public vote:	N/A
6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	N/A
6c.	Total proposed appropriation (sum of 6a and 6b):	N/A

This question should only be answered if "No" was answered in Q1.47 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.48	Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2019) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.49.	N

1.	Name of municipality or district holding the public vote	N/A
2.	Indicate the type of municipality or district holding the public vote	
3.	Date the last successful vote was held (mm/dd/yyyy)	N/A
4.	What type of public vote was it?	
5.	What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?	N/A

1.49	Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for	N

No. If yes, please complete one record for *each* contract. If no, go to question 1.50.

1.	Name of contracting municipality or district	N/A
2.	Is this a written contractual agreement?	N/A
3.	Population of the geographic area served by this contract	N/A
4.	Dollar amount of contract	N/A
5.	Enter the appropriate code for range of services provided (select one):	N/A

Unusual Circumstances

1.50   For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>Note</u>; if no, please go to Part 2, Library Collection.   Y

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please <u>read</u> general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.22) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	59,558
2.2	Adult Non-fiction Books	91,200
2.3	Total Adult Books (Total questions 2.1 & 2.2)	150,758
2.4	Children's Fiction Books	59,312
2.5	Children's Non-fiction Books	22,181
2.6	Total Children's Books (Total questions 2.4 & 2.5)	81,493
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	232,251

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	4,000
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	4,000
2.12	Total Print Materials (Total questions 2.7 and 2.11)	236,251

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	33,708
2.14	Local Electronic Collections	25
2.15	NOVELNY Electronic Collections	16
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	41
2.17	Audio - Downloadable Units	12,733
2.18	Video - Downloadable Units	6,829
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	811
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	54,122

Non-Electronic Materials

2.21	Audio - Physical Units	27,136
2.22	Video - Physical Units	42,262
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	653
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	70,051

Serials/Additions to Holdings

2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	360,424

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	404

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	19,423
2.28	All Other Print Materials	256
2.29	Electronic Materials	9,821
2.30	All Other Materials	9,319
2.31	Total Additions (Total questions 2.27 through 2.30)	38,819

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Borrowers/Visits/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the <u>fiscal</u> year reported in Part 1; report information on questions 3.30 through 3.83 for the 2019 <u>calendar</u> year. Please click here to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	770,040
3.2	Registered resident borrowers	90,263
3.3	Registered non-resident borrowers	14

Please report information on WRITTEN POLICIES as of 12/31/19.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle blower policy?	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y

Please report information on ACCESSIBILITY as of 12/31/19.

ACCESSIBILITY (Answer Y for Yes, N for No)</

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y
3.13	Does the library have large print books?	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y

3.15 - If so, what do you have?

screen reader, such as JAWS, Windoweyes or NVDA	No
refreshable Braille commonly referred to as a refreshable Braille display	No
screen magnification software, such as Zoomtext	Yes
electronic scanning and reading software, such as OpenBook	No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Library Sponsored Programs/Summer Reading Program

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.17	Adult Program Sessions	2,201
3.18	Young Adult Program Sessions	1,042
3.19	Children's Program Sessions	1,591
3.20	All Other Program Sessions	0
3.21	Total Number of Program Sessions (Total questions 3.17 through 3.20)	4,834
3.22	One-on-One Program Sessions	4,191
3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.24	Adult Program Attendance	20,468
3.25	Young Adult Program Attendance	15,838
3.26	Children's Program Attendance	37,667
3.27	All Other Program Attendance	0
3.28	Total Program Attendance (Total questions 3.24 through 3.27)	73,973
3.29	One-on-One Program Attendance	4,191

Please report information on SUMMER READING PROGRAMS for the 2019 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2019 (check all that apply):

a.	Program(s) for children	Yes
b.	Program(s) for young adults	Yes
c.	Program(s) for Adults	No
d.	Summer Reading at New York Libraries name and/or logo used	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes
f.	N/A	No

3.31	Library outlets offering the summer reading program	3

3.32	Children registered for the library's summer reading program	689
3.33	Young adults registered for the library's summer reading program	216
3.34	Adults registered for the library's summer reading program	0
3.35	Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)	905
3.36	Children's program sessions - Summer 2019	179
3.37	Young adult program sessions - Summer 2019	86
3.38	Adult program sessions - Summer 2019	0
3.39	Total program sessions - Summer 2019 (total 3.36 + 3.37 + 3.38)	265
3.40	Children's program attendance - Summer 2019	6,021
3.41	Young adult program attendance - Summer 2019	939
3.42	Adult program attendance - Summer 2019	0
3.43	Total program attendance - Summer 2019 (total 3.40 + 3.41 + 3.42)	6,960

COLLABORATORS

3.44	Public school district(s) and/or BOCES	3
3.45	Non-public school(s)	1
3.46	Childcare center(s)	2
3.47	Summer camp(s)	1
3.48	Municipality/Municipalities	1
3.49	Literacy provider(s)	2
3.50	Other (describe using the State note)	3
3.51	Total Collaborators (total 3.44 through 3.50)	13

Please report information on EARLY LITERACY PROGRAMS for the 2019 calendar year.

EARLY LITERACY PROGRAMS

3.52	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y

Early Literacy Programs/Adult Literacy Programs/Programs for ESOL/Digital Literacy Programs

3.53 - Indicate types of programs offered (check all that apply)

a.	Focus on birth - school entry (kindergarten)	Yes
b.	Focus on parents & caregivers	Yes
c.	Combined audience	Yes
d.	N/A	No

3.54 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	401
b.	Focus on parents & caregivers	1
c.	Combined audience	204
d.	N/A	0

3.55	Total Sessions	606

3.56 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	8,623
b.	Focus on parents & caregivers	15
c.	Combined audience	6,502
d.	N/A	0
3.57	Total Attendance	15,140

3.58 - Collaborators (check all that apply):

a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Health care providers/agencies	Yes
e.	Other (describe using the State note)	No

Please report information on ADULT LITERACY for the 2019 calendar year.

ADULT LITERACY

3.59	Did the library offer adult literacy programs?	No
3.60	Total group program sessions	0
3.61	Total one-on-one program sessions	0
3.62	Total group program attendance	0
3.63	Total one-on-one program attendance	0

3.64 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public Schools	No
d.	Other (see instructions and describe using Note)	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2019 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	Y
3.66	Children's program sessions	43
3.67	Young adult program sessions	0
3.68	Adult program sessions	32
3.69	Total program sessions (total 3.66 + 3.67 + 3.68)	75
3.70	One-on-one program sessions	0
3.71	Children's program attendance	1,078
3.72	Young adult program attendance	0
3.73	Adult program attendance	288

| 3.74 | Total program attendance (total 3.71 + 3.72 + 3.73) | 1,366 |
| 3.75 | One-on-one program attendance | 0 |

3.76 - Collaborators (check all that apply):

a.	Literacy NY (Literacy Volunteers of America)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Other (describe using the Note)	No

Please report information on DIGITAL LITERACY for the 2019 calendar year.

DIGITAL LITERACY

3.77	Did the library offer digital literacy programs?	Y
3.78	Total group program sessions	866
3.79	Total one-on-one program sessions	432
3.80	Total group program attendance	9,383
3.81	Total one-on-one program attendance	432
3.82	Did your library offer teen-led activities during the 2019 calendar year?	Y
3.83	Did your library offer teen-led activities during the 2018 calendar year?	N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is <u>not</u> considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	97,640
4.2	Adult Non-fiction Books	75,516
4.3	Total Adult Books (Total questions 4.1 & 4.2)	173,156
4.4	Children's Fiction Books	181,733
4.5	Children's Non-fiction Books	30,463
4.6	Total Children's Books (Total questions 4.4 & 4.5)	212,196
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	385,352

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	180,015
4.9	Circulation of Children's Other Materials	46,226
4.10	Total Circulation of Other Materials (Total questions 4.8, 4.9)	226,241
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	611,593

ELECTRONIC USE

4.12	Use of Electronic Material	59,700
4.13	Successful Retrieval of Electronic Information	37,063
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	96,763
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	671,293
4.16	Total Collection Use (Total questions 4.13 & 4.15)	708,356
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	258,422

REFERENCE TRANSACTIONS

| 4.18 | Total Reference Transactions | 280,322 |
| 4.19 | Does the library offer virtual reference? | Y |

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

| 4.20 | TOTAL MATERIALS RECEIVED | 72,771 |

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

| 4.21 | TOTAL MATERIALS PROVIDED | 74,372 |

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2019.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	283,214
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Does your library use social media?	Y
5.7	Does the library file for E-rate benefits?	Y
5.8	Is the library part of a consortium for E-rate benefits?	Y
5.9	If yes, in which consortium are you participating?	Westchester Library System
5.10	Name of the person responsible for the library's Information Technology (IT) services	Carlos Figueroa
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(914) 329-6088
5.12	IT contact's email address	cfigueroa@ypl.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total

number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	40

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	38
6.5	Vacant Librarian (certified)	3
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	72
6.11	Vacant Other Staff	2
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	111.00
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	5.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	$56,694
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	$165,000
6.18	FTE - Library Manager (not certified)	0
6.19	Salary - Library Manager (not certified)	$0

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

Report all information as of December 31, 2019. Please click here to read general instructions before completing this section.

7.1	1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives.	Y
7.4	4. Has board-approved written policies for the operation of the library.	Y
7.5	5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet	Y

	or exceed these standards and to carry out its long-range plan of service.	
7.6	6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y

8. Maintains a facility to meet community needs, including adequate:

7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y

9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:

7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. Fax capability (see instructions)	Y
7.18	10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

As of January 1, 2021 all public, free association and Indian libraries in New York State will be required to meet the minimum standards listed below. Please indicate which of these standards your library already meets as of **December 31, 2019**. This 2019 data will be helpful in informing statewide and regional efforts to ensure that all of New York's libraries are able to successfully comply with the new minimum standards. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. Questions about the new standards should be directed to your library system.

1.	Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law.	Y
2.	Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.	Y

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.   Y

4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.   Y

5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.   Y

6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.   Y

7. Is open the minimum standard number of public service hours for population served. (see instructions)   Y

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

8a.	space	Y
8b.	lighting	Y
8c.	shelving	Y
8d.	seating	Y
8e.	power infrastructure	Y
8f.	data infrastructure	Y
8g.	public restroom	Y

9. Provides programming to address community needs, as outlined in the library's long-range plan of service.   Y

10. Provides

10a.	a circulation system that facilitates access to the local library collection and other library catalogs	Y
10b.	equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y

11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.   Y

12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.   Y

13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.   Y

| 14. | Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. | Y |

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1
8.2	Branches	2
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	3

PUBLIC SERVICE HOURS - Report hours to <u>two</u> decimal places.

8.6	Minimum Weekly Total Hours - Main Library	65.00
8.7	Minimum Weekly Total Hours - Branch Libraries	128.00
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	193.00

8.10	Annual Total Hours - Main Library	3,240.00
8.11	Annual Total Hours - Branch Libraries	6,386.00
8.12	Annual Total Hours - Bookmobiles	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	9,626.00

9. SERVICE OUTLET INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here

1.	Outlet Name	Crestwood Branch
2.	Outlet Name Status	00 (for no change)
3.	Street Address	16 Thompson Street
4.	Outlet Street Address Status	00 (for no change)
5.	City	Yonkers
6.	Zip Code	10707
7.	Phone (enter 10 digits only)	(914) 337-1500
8.	Fax Number (enter 10 digits only)	(914) 779-0882
9.	E-mail Address	efalcone@ypl.org
10.	Outlet URL	www.ypl.org
11.	County	Westchester
12.	School District	Yonkers
13.	Library System	Westchester Library System
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	2,952
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	87
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1926
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	1990
25.	Square footage of the outlet	2,900
26.	Number of internet computers at this outlet used by general public	6
27.	Number of uses (sessions) of public Internet computers per year	8,361
28.	Type of connection on the outlet's public Internet computers	Fiber
29.	Maximum download speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Maximum upload speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
31.	Internet Provider	Cablevision/Optimum
32.	WiFi Access	No restrictions to access

33.	Number of wireless sessions provided by the library wireless service per year	4,476
34.	Does the outlet have interactive videoconferencing capability for public use?	N
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	N
36.	Is every public part of the outlet accessible to a person in a wheelchair?	N
37.	Does your **outlet** have a Makerspace?	Y
38.	*LIBID*	8800667240
39.	*FSCSID*	NY0761
40.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
41.	*Outlet Structure Status*	00 (for no change from previous year)
1.	Outlet Name	Grinton I. Will Branch
2.	Outlet Name Status	00 (for no change)
3.	Street Address	1500 Central Park Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Yonkers
6.	Zip Code	10710
7.	Phone (enter 10 digits only)	(914) 337-1500
8.	Fax Number (enter 10 digits only)	(914) 337-9114
9.	E-mail Address	efalcone@ypl.org
10.	Outlet URL	www.ypl.org
11.	County	Westchester
12.	School District	Yonkers
13.	Library System	Westchester Library System
14.	Outlet Type Code (select one):	BR
15.	Public Service Hours Per Year for This Outlet	3,434
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	1,015
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	1962

24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2018
25.	Square footage of the outlet	56,980
26.	Number of internet computers at this outlet used by general public	62
27.	Number of uses (sessions) of public Internet computers per year	66,276
28.	Type of connection on the outlet's public Internet computers	Fiber
29.	Maximum download speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Maximum upload speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
31.	Internet Provider	Cablevision/Optimum
32.	WiFi Access	No restrictions to access
33.	Number of wireless sessions provided by the library wireless service per year	46,856
34.	Does the outlet have interactive videoconferencing capability for public use?	N
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your **outlet** have a Makerspace?	N
38.	*LIBID*	8800667240
39.	*FSCSID*	NY0761
40.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
41.	*Outlet Structure Status*	00 (for no change from previous year)
1.	Outlet Name	Riverfront Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	One Larkin Center
4.	Outlet Street Address Status	00 (for no change)
5.	City	Yonkers
6.	Zip Code	10701
7.	Phone (enter 10 digits only)	(914) 337-1500
8.	Fax Number (enter 10 digits only)	(914) 376-3004
9.	E-mail Address	efalcone@ypl.org
10.	Outlet URL	www.ypl.org
11.	County	Westchester
12.	School District	Yonkers
13.	Library System	Westchester Library System

14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	3,240
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	990
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	City
22.	Who owns the land on which this outlet is built?	City
23.	Indicate the year this outlet was initially constructed	2001
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2016
25.	Square footage of the outlet	70,410
26.	Number of internet computers at this outlet used by general public	81
27.	Number of uses (sessions) of public Internet computers per year	125,854
28.	Type of connection on the outlet's public Internet computers	Fiber
29.	Maximum download speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Maximum upload speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
31.	Internet Provider	Cablevision/Optimum
32.	WiFi Access	No restrictions to access
33.	Number of wireless sessions provided by the library wireless service per year	53,345
34.	Does the outlet have interactive videoconferencing capability for public use?	N
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
37.	Does your **outlet** have a Makerspace?	Y
38.	*LIBID*	8800667240
39.	*FSCSID*	NY0761
40.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
41.	*Outlet Structure Status*	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2019. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2019 to December 31, 2019)	11

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	Yes
10.3	If yes, what is the range?	5-7
10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?	7
10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	
10.6	Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.	Yes
10.7	If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?	5 years

BOARD MEMBER SELECTION

10.8	Enter Board Member Selection Code (select one):	A - board members are appointed by municipality(ies)

List Officers and Board Members as of February 1, 2020. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9	First Name	Nancy
10.10	Last Name	Maron
10.11	Mailing Address	69 Oakland Avenue
10.12	City	Yonkers
10.13	Zip Code (5 digits only)	10710
10.14	Phone (enter 10 digits only)	(914) 771-7872
10.15	E-mail Address	nmaron@wlsmail.org
10.16	Term Begins - Month	January
10.17	Term Begins - Year (yyyy)	2017
10.18	Term Expires - Month	December
10.19	Term Expires - Year (yyyy)	2021
10.20	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling	Yes

the remainder of [name]'s term, which was to run from beginning date to ending date.

10.21	The date the Oath of Office was taken (mm/dd/yyyy)	01/12/2017
10.22	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/02/2017
10.23	Is this a brand new trustee?	N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President—this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Complete this form and email it to bibliostat@btol.com.

1.	Status	Filled
2.	First Name of Board Member	Josephine
3.	Last Name of Board Member	Ilarraza
4.	Mailing Address	144 Voss Ave.
5.	City	Yonkers
6.	Zip Code (5 digits only)	10703
7.	E-mail address	jilarraza@schools.nyc.gov
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	February
10.	Term Begins - Year (year)	2018
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2022
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	03/13/2018
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/30/2018
16.	Is this a brand new trustee?	N

1.	Status	Filled
2.	First Name of Board Member	Stephen
3.	Last Name of Board Member	Jannetti
4.	Mailing Address	21 Glover Ave.
5.	City	Yonkers
6.	Zip Code (5 digits only)	10704
7.	E-mail address	saj218@optonline.net

3.	Last Name of Board Member	Saraceno
4.	Mailing Address	14 Hampshire Road
5.	City	Yonkers
6.	Zip Code (5 digits only)	10708
7.	E-mail address	john@trinityassociatesllc.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	February
10.	Term Begins - Year (year)	2018
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2022
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	03/13/2018
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	09/21/2018
16.	Is this a brand new trustee?	N

1.	Status	Filled
2.	First Name of Board Member	Darryl
3.	Last Name of Board Member	Mack
4.	Mailing Address	300 North Broadway
5.	City	Yonkers
6.	Zip Code (5 digits only)	10701
7.	E-mail address	djm1911@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2020
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No
14.	The date the Oath of Office (mm/dd/yyyy) was taken	

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
16.	Is this a brand new trustee?	Y

1.	Status	Filled
2.	First Name of Board Member	Michael
3.	Last Name of Board Member	Sabatino
4.	Mailing Address	10 Belmont Place
5.	City	Yonkers
6.	Zip Code (5 digits only)	10701
7.	E-mail address	mrsrjv@yahoo.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2024
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/06/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
16.	Is this a brand new trustee?	Y

Trustee Education

1.	Trustee Name	Nancy Maron
2.	Has the trustee participated in trustee education in the last calendar year (2019)?	N

1.	Trustee Name	Josephine Ilarraza
2.	Has the trustee participated in trustee education in the last calendar year (2019)?	N

1.	Trustee Name	Stephen Jannetti
2.	Has the trustee participated in trustee education in the last calendar year (2019)?	N

| 1. | Trustee Name | Joseph Puglia |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | N |

| 1. | Trustee Name | John Saraceno |
| 2. | Has the trustee participated in trustee education in the last calendar year (2019)? | N |

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State Aid

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click here to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

| 11.1 | Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. | Y |

1.	Source of Funds	City
2.	Name of funding County, Municipality or School District	N/A
3.	Amount	$9,733,297
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N
5.	Written Contractual Agreement	Y

| 11.2 | **TOTAL LOCAL PUBLIC FUNDS** | $9,733,297 |

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$51,720
11.4	Central Library Aid (CLDA and/or CBA)	$0
11.5	Additional State Aid received from the System	$0
11.6	Federal Aid received from the System	$0
11.7	Other Cash Grants	$1,670
11.8	**TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	$53,390

OTHER STATE AID

| 11.9 | State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants | $0 |

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	$0
11.11	Other Federal Aid	$0
11.12	**TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)	$0
11.13	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$0

OTHER RECEIPTS

11.14	Gifts and Endowments	$0
11.15	Fund Raising	$0
11.16	Income from Investments	$0
11.17	Library Charges	$19,015
11.18	Other	$9,064
11.19	**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	$28,079
11.20	**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	$9,814,766
11.21	**BUDGET LOANS**	$0

Transfers/Grant Total

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	$0
11.23	From Other Funds	$0
11.24	**TOTAL TRANSFERS** (Add Questions 11.22 and 11.23)	$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2019 (Same as Question 12.40 of previous year if fiscal year has not changed)	$0
11.26	**GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE** (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)	$9,814,766

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance/Miscellaneous

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	$2,892,947

12.2	Other Staff	$3,979,571
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$6,872,518
12.4	**Employee Benefits Expenditures**	$669,607
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$7,542,125

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$103,771
12.7	Electronic Materials Expenditures	$102,805
12.8	Other Materials Expenditures	$41,932
12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$248,508

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$0
12.11	From Other Funds (71OF)	$0
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	$119,800
12.14	From Other Funds (72OF)	$0
12.15	**Total Repairs** (Add Questions 12.13 and 12.14)	$119,800
12.16	Other Disbursements for Operation & Maintenance of Buildings	$1,018,155
12.17	**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)	$1,137,955

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	$127,828
12.19	Telecommunications	$117,981
12.20	Binding Expenses	$582
12.21	Postage and Freight	$2,231
12.22	Professional & Consultant Fees	$183,424
12.23	Equipment	$64,920
12.24	Other Miscellaneous	$51,732
12.25	**Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	$548,698

Contracts/Debt Service/Transfers/Grand Total

12.26	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$337,480

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	$0
12.28	From Other Funds (73OF)	$0
12.29	**Total** (Add Questions 12.27 and 12.28)	$0
Other Loans		
12.30	Budget Loans (Principal and Interest)	$0
12.31	Short-Term Loans	$0
12.32	**Total Debt Service** (Add Questions 12.29, 12.30 and 12.31)	$0
12.33	**TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	$9,814,766

TRANSFERS

Transfers to Capital Fund

12.34	From Local Public Funds (76PF)	$0
12.35	From Other Funds (76OF)	$0
12.36	**Total Transfers to Capital Fund** (Add Questions 12.34 and 12.35; same as Question 13.8)	$0
12.37	**Transfer to Other Funds**	$0
12.38	**TOTAL TRANSFERS** (Add Questions 12.36 and 12.37)	$0
12.39	**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.33 and 12.38)	$9,814,766
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2019	$0
12.41	**GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.39 and 12.40; same as Question 11.26)	$9,814,766

ASSURANCE

12.42	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	03/19/2020

FISCAL AUDIT

12.43	Last audit performed (mm/dd/yyyy)	12/06/2019
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	07/01/19-06/30/19
12.45	Indicate type of audit (select one):	Private Accounting Firm

CAPITAL FUND

12.46	Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.	Y

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click here to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	$862,000
13.2	All Other Revenues from Local Sources	$0
13.3	**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)	$862,000

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	$165,203
13.5	Other State Aid	$0
13.6	**Total State Aid** (Add Questions 13.4 and 13.5)	$165,203

FEDERAL AID FOR CAPITAL PROJECTS

13.7	**TOTAL FEDERAL AID**	$0

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.36)	$0
13.9	**TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8)	$1,027,203
13.10	**NON-REVENUE RECEIPTS**	$0
13.11	**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)	$1,027,203
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2019 (Same as Question 14.11 of previous year, if fiscal year has not changed)	$3,328,843
13.13	**TOTAL CASH RECEIPTS AND BALANCE**(Add Questions 13.11 and 13.12; same as Question 14.12)	$4,356,046

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1	Construction	$1,882,466
14.2	Incidental Construction	$35,693

Other Disbursements

14.3	Purchase of Buildings	$0
14.4	Interest	$0
14.5	Collection Expenditures	$375,446
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	$375,446

14.7	**TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6)	$2,293,605
14.8	**TRANSFER TO OPERATING FUND** (Same as Question 11.22)	$0
14.9	**NON-PROJECT EXPENDITURES**	$0
14.10	**TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9)	$2,293,605
14.11	**BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2019	$2,062,441
14.12	**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)	$4,356,046

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.
Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	42.00
16.2	Total Librarians	42.00
16.3	All Other Paid Staff	74.00
16.4	Total Paid Employees	116.00
16.5	State Government Revenue	$51,720
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$29,749
16.8	Total Operating Revenue	$9,814,766
16.9	Other Operating Expenditures	$2,024,133
16.10	Total Operating Expenditures	$9,814,766
16.11	Total Capital Expenditures	$2,293,605
16.12	Print Materials	236,251
16.13	Total Registered Borrowers	90,277
16.14	Other Capital Revenue and Receipts	$0
16.15	Total Number of Internet Terminals Used by the General Public	149
16.16	Total Uses (sessions) of Public Internet Computers Per Year	200,491
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	104,677
16.18	Total Capital Revenue	$1,027,203

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	8800667240
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	CI
17.4	*Administrative Structure Code*	MO
17.5	*FSCS Public Library Definition*	Y
17.6	*Geographic Code*	CI1
17.7	*FSCS ID*	NY0761
17.8	*SED CODE*	662300700041
17.9	*INSTITUTION ID*	800000034613

SUGGESTED IMPROVEMENTS

Library Name:	YONKERS PUBLIC LIBRARY
Library System:	Westchester Library System
Name of Person Completing Form:	Vivian Presedo
Phone Number:	(914) 337-1500
I am satisfied that this resource (Collect) is meeting library needs:	Neither Agree nor Disagree
Applying this resource (Collect) will help improve library services to the public:	Neither Agree nor Disagree
Please share with us your suggestions for improving the *Annual Report.* When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!	