

**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
GRINTON I. WILL BRANCH
FEBRUARY 28, 2018**

MINUTES

[ACTION ITEM]

Approve Minutes of Board Meeting January 31, 2018.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEMS]

Ratify the following appointments:

Kwame Kuffuor-Berko, P/T Librarian II, \$25.35/hr., eff. 1/27/18

Bijula Antony, P/T Page, \$11.00/hr., effective 2/3/18

Sumie Hernandez-Moss, \$11.00/hr., effective 2/3/18

John Patterson, \$11.00/hr., effective 2/17/18

Acknowledge the following terminations:

Ana Delgado, P/T Page, \$11.00/hr., effective 2/3/18

COMMITTEE REPORTS

Finance, Budget & Planning

[ACTION ITEM] The following certificates have expired:

2/7/18 Rita G. Murphy Memorial Fund, Trustco Bank, 11 mo. CD,
\$5,507.13; 1%

2/6/18 John Jutkowitz Theatre Memorial Fund, Trustco Bank, 11 mo.
CD, \$10,773.99; 1%

The accounts were closed on 2/20/18. Recommendation to open a
14 month CD at Sterling National Bank at a rate of 1.85%

Employee Relations

Buildings & Grounds

Fundraising & Development

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #788

UNFINISHED BUSINESS

Data Dashboard

NEW BUSINESS

[ACTION ITEM] Milcon contract for Will Façade Phase II

[ACTION ITEM] Resolution to close 4/27 for Staff Development Day

**NEXT BOARD MEETING DATE: Wednesday, March 28, 2018
Riverfront Library**

YONKERS PUBLIC LIBRARY
ANNUAL BOARD MEETING
RIVERFRONT LIBRARY
January 31, 2018

ATTENDANCE

| | |
|---|---|
| TRUSTEES: | Anietra Guzman-Santana Nancy Maron Stephen Jannetti Derrick Touba Joseph Puglia |
| GUEST: | Maria Abdullah, Special Advisor to the City Council President |
| LIBRARY DIRECTOR: | Edward Falcone |
| DEPUTY DIRECTOR: | Susan Thaler |
| BUSINESS MANAGER: | None |
| ADMINISTRATIVE SECRETARY: | Sarah McAllister |
| YONKERS REPRESENTATIVE ON THE WLS BOARD OF TRUSTEES: | None |
| UNION REPRESENTATIVE: | None |

The Board Meeting began at 7:13 p.m. with Library Director Falcone presiding until the Election of Officers for year 2018.

MINUTES

On motion of Tr. Puglia, seconded and carried, the Board approved the Minutes of the Board Meeting of December 14, 2017.

ELECTION OF OFFICERS FOR YEAR 2018

On motion of Tr. Puglia from the Nominating Committee, seconded and unanimously carried, the following officers were elected: Anietra Guzman-Santana, President; Nancy Maron, Vice President; and Stephen Jannetti, Treasurer.

President Guzman-Santana will name the Standing committees for 2018 at a later date.

MANAGEMENT REPORT

Director Falcone advised Board members that due to snow the Library was closed on January 4 and had a delayed opening on January 17. Crestwood Branch suffered a boiler breakdown and had to close for additional days.

Director Falcone told Board members that Phase I of the Will façade project is behind schedule but expects completion by April. Phase II of the project brought in seven bids. Milcon, the lowest bidder, is the company completing Phase I, and was recommended by our architect to complete Phase II.

Director Falcone informed the Board members that the FY2019 operating budget and capital budget were submitted on time. The two priority capital projects are a new elevator and new boiler at Will. Director Falcone, Deputy Director Thaler and Business Manager Presedo will be attending the City budget meeting on February 8.

Tr. Touba arrived at 7:24 p.m.

Director Falcone told the Board members that on Saturday, March 24, the 1,000 Books Before Kindergarten Program will be launched with an event at each branch.

Case managers from the Montefiore grant, in collaboration with CLUSTER, have begun working at Riverfront and Grinton I. Will Branch two days a week with much success.

Director Falcone said that Ernie Garcia of LoHud interviewed Will Branch Administrator Christian Zabriskie regarding the incubator project and posted his story both on-line and in print.

This year the Library will be celebrating its 125th anniversary. Events will be posted on the YPL website as they are finalized by the planning committee.

UNION REPRESENTATIVE’S REPORT – None

WLS REPORT – None

PERSONNEL REPORT

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

Dante Barbieri, P/T Page, \$11.00/hr., effective 1/6/18

Justine Osterman, Librarian Trainee, \$43,685, effective 2/7/18

The Board acknowledged the following minimum salary wage increases for part-time pages from \$10.00/hr., to \$11.00/hr., effective 12/31/17:

Indirah Bowman

Mariangelis Burgos

Nicholas Claudio

Maureen Crowley

Hamza Farooqui

Jon Figura

Esha Hafeez

Alyssa Lopez

Litzy Mejia

Laurence Mintah

Christian Pichardo

Alexia Rodriguez

Tiana Sigler

Tasfia Tasnim

Melissa Torres

The Board acknowledged the following terminations:

Alyssa Lopez, P/T Page, \$11.00/hr., effective 1/13/18

Anne Quartano, P/T Page, \$11.00/hr., effective 1/22/18

COMMITTEE REPORTS

Finance, Budget & Planning:

Employee Relations:

Buildings & Grounds:

Fundraising & Development:

PAYMENT OF BILLS

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #787.

In the absence of the Treasurer and the President, the Board voted to designate the Vice President to certify claims for payment.

UNFINISHED BUSINESS

NEW BUSINESS

Tr. Maron said The Foundation for the Yonkers Public Library, Inc. had their second meeting last night. They will have their own website and letter campaign by April.

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved the following appointments to The Foundation for the Yonkers Public Library, Inc.:

Nancy Maron – President
Anietra Guzman-Santana – Vice President
Edward Falcone – Library Director
Joann Li – Secretary
Kathleen Ruen
Anna Birratella
Mary hoar
Teresa Pereira
Alison Marra
Kofi Sansculotte
Jaime Martinez
Diana Lugo-Martinez

On motion of Tr. Toubia, seconded and unanimously carried, the Board approved revisions to the By-Laws of The Foundation for the Yonkers Public Library, Inc.

On motion of Tr. Maron, seconded and unanimously carried, the Board agreed to award the contract for Phase II of the Will Façade Project to Milcon Construction Corp., based on their low bid of \$2,368,000 and the recommendation of the architects.

NEXT BOARD MEETING DATE – Wednesday, February 28, 2018, 7:00 p.m. at the Grinton I. Will Branch.

The Board meeting adjourned at 8:58 p.m.

Edward Falcone
Library Director & Secretary

Yonkers Public Library

Bill List January 2018

| Vendor Name | Description | Date | Amount |
|--------------------------------|------------------------|-------------|-------------------|
| CAPITAL FUNDS | | | |
| BARNES & NOBLE | MATERIALS | 1/12/2018 | 121.50 |
| BARNES & NOBLE | MATERIALS | 1/12/2018 | 248.08 |
| BARNES & NOBLE | MATERIALS | 1/12/2018 | 505.73 |
| CENTER POINT LARGE PRINT | MATERIALS | 1/30/2018 | 31.70 |
| GREY HOUSE PUBLISHING | MATERIALS | 1/12/2018 | 199.00 |
| JOURNAL NEWS | FAÇADE AD | 1/12/2018 | 890.00 |
| KG+D | PROJECT 2012-1082-WILL | 1/12/2018 | 1,303.81 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 4.79 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 9.99 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 29.99 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 45.98 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 47.96 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 47.98 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 47.99 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 59.14 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 68.97 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 71.94 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 124.69 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 196.64 |
| MIDWEST TAPE | MATERIALS | 1/12/2018 | 284.86 |
| MIDWEST TAPE | MATERIALS | 1/30/2018 | 353.41 |
| MILCON | PROJECT-WILL FAÇADE | 1/19/2018 | 108,646.67 |
| MILCON | PROJECT-WILL FAÇADE | 1/30/2018 | 108,646.67 |
| MULTICULTURAL BOOKS & VIDEOS | MATERIALS | 1/30/2018 | 168.91 |
| NATIONAL LEARNING CORP. | MATERIALS | 1/30/2018 | 437.46 |
| OVERDRIVE | MATERIALS | 1/30/2018 | 539.97 |
| OVERDRIVE | MATERIALS | 1/12/2018 | 1,139.23 |
| OVERDRIVE | MATERIALS | 1/30/2018 | 3,542.85 |
| PETERSON'S | MATERIALS | 1/12/2018 | 239.90 |
| RECORDED BOOKS | MATERIALS | 1/30/2018 | 41.60 |
| WARREN PANZER ENGINEERS, P. C. | ASBESTOS PROJECT-WILL | 1/12/2018 | 1,325.00 |
| TOTAL | | | 229,422.41 |

| Vendor Name | Description | Date | Amount |
|-------------------------------------|-------------------------------|-------------|-----------------|
| CONTRIBUTIONS FUNDS | | | |
| AGUILAR, ODALYS | REIMBURSEMENT EXPENSE: BOOK | 1/12/2018 | 54.00 |
| AMERICAN EXPRESS | MISCELLANEOUS EXPENSE | 1/26/2018 | 162.00 |
| BAKER & TAYLOR | DONATION UNBOUND | 1/26/2018 | 35.20 |
| BUTLER, MAUREEN | HOMEWORK HELPER-CREST | 1/22/2018 | 75.00 |
| BUTLER, MAUREEN | HOMEWORK HELPER-CREST | 1/8/2018 | 262.50 |
| CHAMBER OF COMMERCE (THE) | MEMBERSHIP DUES: 2018 | 1/12/2018 | 350.00 |
| COOPER HEWITT, SMITHSONIAN DESIGN M | FAMILY PASSES AT \$125.00 (3) | 1/26/2018 | 375.00 |
| CRAFTON, DAILEY | PROGRAM EXPENSE | 1/22/2018 | 81.63 |
| GOVCONNECTION | TRAC MACHINES TONER CARTRID | 1/25/2018 | 334.28 |
| GOVCONNECTION, INC. | TONER FOR LASER JET PRINTER | 1/8/2018 | 568.14 |
| INTREPID SEA, AIR & SPACE MUSEUM | MEMBERSHIP DUES: 2018 | 1/22/2018 | 1,500.00 |
| NEPPERHAN COMMUNITY CENTER, INC. | AD 1/2 PAGE MLK CELEBRATION | 1/8/2018 | 50.00 |
| NEPPERHAN COMMUNITY CENTER, INC. | MLK CELEBRATION TICKETS (6) | 1/9/2018 | 360.00 |
| PRESEDO, VIVIAN | REIMBURSEMENT EXPENSE: PROG | 1/22/2018 | 28.80 |
| PUBLIC LIBRARY DIRECTORS ASSOCIATIO | MEMBERSHIP DUES: 2018 | 1/17/2018 | 40.00 |
| TILSON, ANDREA | HOMEWORK HELPER-RIV | 1/22/2018 | 612.50 |
| W. B. MASON | KEATS GRANT | 1/8/2018 | 40.92 |
| WESCHESTER LIBRARY SYSTEM | MATERIALS | 1/11/2018 | 31.00 |
| TOTAL | | | 4,960.97 |

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 02/07/18
 Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2018

| Date | Num | Memo | Amount |
|-----------------------------------|--------------------|---|----------|
| A & C /Furia | | | |
| 01/31/2018 | fri1916 | Will Boiler Unit | 5,807.46 |
| Total A & C /Furia | | | 5,807.46 |
| Abbey Ice | | | |
| 01/12/2018 | 59630 | Spring Water | 27.00 |
| 01/19/2018 | 59629 | Spring Water | 85.50 |
| 01/31/2018 | 61005 | Spring Water | 13.39 |
| 01/31/2018 | 61005 | Spring Water | 117.61 |
| 01/31/2018 | 61004 | Spring Water | 92.00 |
| Total Abbey Ice | | | 335.50 |
| Amazon.com | | | |
| 01/30/2018 | 0312096jan19 | Expenses | 99.78 |
| 01/30/2018 | 0312096jan19 | Expenses | 910.43 |
| Total Amazon.com | | | 1,010.21 |
| American Express | | | |
| 01/12/2018 | 676005dec17 | Expenses | 1,768.01 |
| 01/12/2018 | 676005dec17 | Expenses | 242.64 |
| Total American Express | | | 2,010.65 |
| Aramark | | | |
| 01/31/2018 | 20636716 | Uniforms | 147.58 |
| Total Aramark | | | 147.58 |
| Arch For Kids | | | |
| 01/31/2018 | 194 | Program-Winter Wonderland | 250.00 |
| Total Arch For Kids | | | 250.00 |
| ARTEAGA, KELLY | | | |
| 01/12/2018 | 10 | Program-Zumba | 70.00 |
| Total ARTEAGA, KELLY | | | 70.00 |
| Artist & Design | | | |
| 01/31/2018 | 2018-0102 | Program-Fashion Design & Illustration ... | 175.00 |
| Total Artist & Design | | | 175.00 |
| Associated Bag Company | | | |
| 01/25/2018 | D60303 | YPL Bags | 2,181.05 |
| Total Associated Bag Company | | | 2,181.05 |
| Bitetti, Christine | | | |
| 01/12/2018 | 122117 | Reimbursement-Program Supplies | 124.88 |
| Total Bitetti, Christine | | | 124.88 |
| Bremond, Frederique (Fred) | | | |
| 01/19/2018 | 123117 | Website maint. Oct-Dec 2017 | 390.00 |
| Total Bremond, Frederique (Fred) | | | 390.00 |
| Budget Library Supplies | | | |
| 01/19/2018 | 16314 | Library supplies | 3,847.50 |
| Total Budget Library Supplies | | | 3,847.50 |
| Cablevision Lightpath | | | |
| 01/30/2018 | 21942173 | Internet | 5,234.75 |
| 01/30/2018 | 21937138 | Phones | 3,548.41 |
| Total Cablevision Lightpath | | | 8,783.16 |
| Cablevision Optimum | | | |
| 01/12/2018 | 0780355027901dec17 | Internet & Phone-Crestwood | 140.81 |
| 01/30/2018 | 07803550279jan18 | Phones/Internet-Crest | 140.86 |
| 01/30/2018 | 07803544469jan18 | TV Boxes | 14.70 |
| 01/30/2018 | 07803065546jan18 | TV Boxes | 7.35 |
| Total Cablevision Optimum | | | 303.72 |
| Cengage Learning | | | |
| 01/12/2018 | 62369086 | Subscription | 3,420.68 |

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2018

| Date | Num | Memo | Amount |
|-------------------------------|-----------------|-------------------------------|-----------|
| Total Cengage Learning | | | 3,420.68 |
| CHLOE'S KIDS | | | |
| 01/31/2018 | 8rf | Program-Baby Signing Time | 75.00 |
| Total CHLOE'S KIDS | | | 75.00 |
| Citadel Pest Control | | | |
| 01/12/2018 | 3272 | Pest Control | 200.00 |
| Total Citadel Pest Control | | | 200.00 |
| City Of Yonkers | | | |
| 01/12/2018 | Jan 2018 | Rent-January 2018 | 62,500.00 |
| Total City Of Yonkers | | | 62,500.00 |
| Con Edison | | | |
| 01/19/2018 | 590214217310017 | Gas- Will | 160.72 |
| Total Con Edison | | | 160.72 |
| Crown HVAC | | | |
| 01/31/2018 | 8203 | Boiler Repair-Will | 309.20 |
| 01/31/2018 | 8204 | Boiler Repair-Will | 1,417.71 |
| Total Crown HVAC | | | 1,726.91 |
| Crown Janitorial | | | |
| 01/30/2018 | 403525-1 | Janitorial Products | 2,103.63 |
| Total Crown Janitorial | | | 2,103.63 |
| Demco | | | |
| 01/11/2018 | 6271596 | Supplies | 302.78 |
| 01/11/2018 | 6275710 | Supplies | 134.99 |
| Total Demco | | | 437.77 |
| Dreamland Security | | | |
| 01/30/2018 | dss17126 | Guard Service-Will | 8,530.50 |
| Total Dreamland Security | | | 8,530.50 |
| Ellis, Anthony | | | |
| 01/19/2018 | 2017-1221 | Adobe Premier Classes | 500.00 |
| Total Ellis, Anthony | | | 500.00 |
| Erwin-McGuire, Avery | | | |
| 01/31/2018 | 2018-0106 | Program-STEM Workshop | 225.00 |
| Total Erwin-McGuire, Avery | | | 225.00 |
| Gibbons Family Fitness | | | |
| 01/31/2018 | 1-11-18 | Program-Kickboxing | 65.00 |
| Total Gibbons Family Fitness | | | 65.00 |
| GovConnection | | | |
| 01/11/2018 | 55380805 | Computer Products | 409.22 |
| 01/11/2018 | 55403172 | Computer Products | 122.95 |
| 01/25/2018 | 55399864 | Computer Products | 202.45 |
| 01/31/2018 | 55414610 | Computer Products | 42.78 |
| 01/31/2018 | 55446802 | Computer Products | 456.66 |
| 01/31/2018 | 55446805 | Computer Products | 228.02 |
| 01/31/2018 | 55475558 | Computer Products | 148.60 |
| 01/31/2018 | 55478980 | Computer Products | 136.17 |
| 01/31/2018 | 55467822 | Computer Products | 368.08 |
| 01/31/2018 | 55471857 | Computer Products | 182.00 |
| 01/31/2018 | 55472119 | Computer Products | 103.02 |
| 01/31/2018 | 55478979 | Computer Products | 443.58 |
| Total GovConnection | | | 2,843.53 |
| H & C Truck Repair | | | |
| 01/12/2018 | 44805 | Auto Repairs-2011 Ram Pick Up | 1,948.18 |
| Total H & C Truck Repair | | | 1,948.18 |
| Halpern, Michelle | | | |

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2018

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Amount</u> |
|-----------------------------------|------------|---------------------------------|---------------|
| 01/30/2018 | 1102018 | Reimbursement-Program Supplies | 62.78 |
| 01/30/2018 | 12218 | Reimbursement-Program Supplies | 35.92 |
| Total Halpern, Michelle | | | 98.70 |
| Home Depot Credit Service | | | |
| 01/25/2018 | 64694 | Supplies | 156.38 |
| Total Home Depot Credit Service | | | 156.38 |
| ID Cards Unlimited | | | |
| 01/31/2018 | 2017198 | Patron ID Cards Combo | 2,831.55 |
| 01/31/2018 | 2017198 | Patron ID Cards Combo | 1,177.86 |
| 01/31/2018 | 2017198 | Patron ID Cards Combo | 1,052.50 |
| Total ID Cards Unlimited | | | 5,061.91 |
| ISE Office Plus | | | |
| 01/11/2018 | 383469 | Supplies | 50.39 |
| Total ISE Office Plus | | | 50.39 |
| Journal News, The | | | |
| 01/19/2018 | 12117Crest | Subscription Crestwood | 599.88 |
| 01/19/2018 | 12117Crest | Subscription Crestwood | 61.47 |
| 01/25/2018 | 12117RF | Subscription-Riv | 1,168.01 |
| Total Journal News, The | | | 1,829.36 |
| Lexis-Nexis -B | | | |
| 01/25/2018 | 98961179 | Subscriptions | 1,635.00 |
| Total Lexis-Nexis -B | | | 1,635.00 |
| Macintosh Electric | | | |
| 01/31/2018 | 6473 | Electrical Work-Crestwood | 3,243.75 |
| Total Macintosh Electric | | | 3,243.75 |
| Mad Science Of Westchester | | | |
| 01/31/2018 | 16503 | Program-The Holiday Spectacular | 525.00 |
| Total Mad Science Of Westchester | | | 525.00 |
| Office Dynamics | | | |
| 01/31/2018 | 38072 | Quarterly Rental-Copier | 300.00 |
| Total Office Dynamics | | | 300.00 |
| Open Systems | | | |
| 01/11/2018 | 38087 | Duct Smoke Dectector | 315.00 |
| Total Open Systems | | | 315.00 |
| Presedo, Vivian | | | |
| 01/11/2018 | 122117 | Replenish Petty Cash | 3.98 |
| 01/11/2018 | 122117 | Replenish Petty Cash | 3.16 |
| 01/11/2018 | 122117 | Replenish Petty Cash | 28.35 |
| 01/11/2018 | 122117 | Replenish Petty Cash | 3.00 |
| 01/11/2018 | 122117 | Replenish Petty Cash | 272.07 |
| Total Presedo, Vivian | | | 310.56 |
| Proquest | | | |
| 01/19/2018 | 70456218 | Subscription | 1,740.00 |
| Total Proquest | | | 1,740.00 |
| Rabadi, Renee | | | |
| 01/30/2018 | 11718 | Reimbursement-Program Supplies | 129.36 |
| Total Rabadi, Renee | | | 129.36 |
| S & S Worldwide | | | |
| 01/12/2018 | 10000063 | Program Supplies | 20.61 |
| 01/12/2018 | 10002631 | Program Supplies | 610.25 |
| 01/25/2018 | 10021092 | Program Supplies | 134.98 |
| 01/31/2018 | 10042386 | Program Supplies | 226.87 |
| Total S & S Worldwide | | | 992.71 |
| SavATree | | | |

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 Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2018

| Date | Num | Memo | Amount |
|---|-----------------|------------------------|----------|
| 01/12/2018 | 4745691 | Tree Trimming | 1,698.00 |
| Total SavATree | | | 1,698.00 |
| Schall Hardware | | | |
| 01/25/2018 | 15857 | Hardware | 89.18 |
| Total Schall Hardware | | | 89.18 |
| Stanley Convergent | | | |
| 01/25/2018 | 15193484 | Alarm maintenance | 655.16 |
| Total Stanley Convergent | | | 655.16 |
| Sterling Sanitary Supply | | | |
| 01/31/2018 | ag6482 | Janitorial Supplies | 37.50 |
| 01/31/2018 | ag6482 | Janitorial Supplies | 262.50 |
| Total Sterling Sanitary Supply | | | 300.00 |
| Sweetwater Music Instruments&Pro Audio | | | |
| 01/31/2018 | 16583985 | PA System | 788.98 |
| Total Sweetwater Music Instruments&Pro Audio | | | 788.98 |
| The Metro Group | | | |
| 01/31/2018 | pl 537547 | Monthly Service Charge | 732.83 |
| Total The Metro Group | | | 732.83 |
| United Metro Energy | | | |
| 01/25/2018 | 336456 | #2 Fuel Oil-Will | 8,141.12 |
| 01/25/2018 | 336458 | #2 fuel Oil Crestwood | 647.00 |
| 01/31/2018 | 347505 | #2 Fuel Oil-Crestwood | 1,070.82 |
| Total United Metro Energy | | | 9,858.94 |
| Vagias, James (Jim) | | | |
| 01/25/2018 | 122817 | Program- Magic Show | 450.00 |
| 01/31/2018 | 122817a | Program-Magic | 450.00 |
| Total Vagias, James (Jim) | | | 900.00 |
| Verizon | | | |
| 01/12/2018 | 9143372191jan18 | Phones/Alarms | 154.30 |
| 01/12/2018 | 9143373015jan18 | Phones/Alarms | 47.13 |
| 01/30/2018 | 9144109274jan18 | Phones/Alarms | 46.96 |
| 01/30/2018 | 9147931065jan18 | Phones/Alarms | 44.93 |
| Total Verizon | | | 293.32 |
| Verizon Wireless | | | |
| 01/12/2018 | 9797841387 | Cell Phones | 171.64 |
| 01/25/2018 | 978650441 | Cell Phones | 344.35 |
| 01/30/2018 | 9799643087 | Phones/Alarms | 171.85 |
| Total Verizon Wireless | | | 687.84 |
| WB Mason | | | |
| 01/12/2018 | I50583158 | Supplies | 24.44 |
| 01/12/2018 | I50529578 | Supplies | 234.35 |
| 01/25/2018 | I50827611 | Supplies | 51.01 |
| 01/31/2018 | I51146511 | Supplies | 496.73 |
| 01/31/2018 | I51162165 | Supplies | 135.38 |
| 01/31/2018 | I51165733 | Supplies | 173.82 |
| 01/31/2018 | I51187406 | Supplies | 102.96 |
| 01/31/2018 | cr5004297 | Supplies-Return | -4.91 |
| 01/31/2018 | cr5017077 | Supplies-Return | -75.78 |
| 01/31/2018 | I51336064 | Supplies | 4.91 |
| 01/31/2018 | I51455809 | Supplies | 33.13 |
| 01/31/2018 | I51319942 | Supplies | 35.22 |
| 01/31/2018 | I51423143 | Supplies | 6.61 |
| 01/31/2018 | I51441215 | Supplies | 75.78 |
| 01/31/2018 | I51466623 | Supplies | 26.67 |
| Total WB Mason | | | 1,320.32 |
| Westchester Library System | | | |
| 01/30/2018 | 122217-31 | Software | 250.00 |

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02/07/18
Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
January 2018

| <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Amount</u> |
|----------------------------------|------------|----------------------------------|-------------------|
| 01/30/2018 | dec2018rev | Movie Licensing Renewal for 2018 | 612.00 |
| Total Westchester Library System | | | 862.00 |
| Xerox | | | |
| 01/25/2018 | 091661606 | Copier | 478.06 |
| 01/25/2018 | 091661607 | Copier | 95.00 |
| Total Xerox | | | 573.06 |
| Yonkers Auto Center | | | |
| 01/31/2018 | 3750 | Auto Repairs | 486.24 |
| Total Yonkers Auto Center | | | 486.24 |
| Yonkers Parking Authority | | | |
| 01/12/2018 | 18-0034 | Quarterly Parking-28 Employees | 5,997.60 |
| Total Yonkers Parking Authority | | | 5,997.60 |
| TOTAL | | | 151,805.22 |

JOINT MANAGEMENT REPORT
FEBRUARY 2018

Façade (Phase I). There has been considerable progress on the project since the last report. Installation of the new terra cotta is nearly completed, and it looks great. All of the window glass has been installed except for the curved pieces in the arches, and they should be delivered by mid-March. Some glass in the Flynn Room and at the lower lobby is also being replaced as part of Phase I. The new sun shades are being fabricated, and should be up by the end of next month. Attention will soon turn to restoration of exterior concrete and the interior window sills. If the current schedule holds, the contractor will be working on the punch list by early April.

Façade (Phase II). Last month, the Board authorized a letter of intent to inform Milcon that they been selected as the contractor for Phase II of the façade project. Next, the Board will be asked to enter into a contract with Milcon. KG&D and Milcon are working on the contract language now, and the document should be ready for signature by the February meeting.

Budget. Our budget review meeting was held at City Hall on February 8th and, as expected, we were told to expect a tough financial environment in FY19. The Mayor releases his budget in mid-April, but we may get a preview on March 9th when we have a meeting scheduled with him at City Hall.

1000 Books Before Kindergarten. Our kick-off event is confirmed for Saturday, March 24th. There will be events at all three branches that day (at different times) featuring a music and magic show, storytelling, crafts, program information and free books for parents who sign their children up for the program. Graphic Artist Mario Pereira and Community Relations Librarian Shauna Porteus created an attractive brochure introducing the program.

Montefiore Grant. Community Case Managers have been spending two days per week at each of the two large branches. The program so far is going very smoothly and is providing patrons with needed help.

Local History. Our Local History Incubator at the Will branch was featured in an article that appeared in the Journal News on January 31st. The online version of the article includes a short video about the project starring Branch Administrator Christian Zabriskie, who spearheaded the initiative. In related news, Christian participated in a “Shark Tank” style competition at ALA’s Midwinter Meeting in Denver. He presented a proposal to present a Children’s Storytelling Festival that would also make use of the Incubator facility. His proposal was successful and the project was awarded a grant of \$1000 on the spot! Board Vice-President Nancy Maron brought this opportunity to our attention and was present to see Christian receive the check.

125th Anniversary. All three branches kicked off YPL’s anniversary year by hosting “Meet & Greet” events on the morning of Friday, February 9th, with coffee, sweet treats and commemorative buttons for patrons. Graphic Artist Mario Pereira created a special logo that will be used throughout the year. A press release and an email blast were sent out to let the public know about this milestone. We’re working on incorporating the “125” theme into regular programs and planning special programs to celebrate YPL’s rich history.

Staff Development Day. Our planning committee had its first meeting and we are looking forward to another great day of training and staff unity on Friday, April 27th. Most of the day will be devoted to

customer service workshops with facilitator Cheryl Gould of Fully Engaged Libraries. We'll also recognize staff members who have reached longevity milestones (10 years, 15 years, etc.).

MEETINGS ATTENDED THIS PERIOD

| | | |
|------|--------------------|---|
| 2/1 | Ed & Susan | Lunch Club |
| | Ed & Susan | Gallery opening reception |
| 2/2 | Ed & Susan | Planning meeting with Anietra |
| 2/5 | Susan | CollectionHQ phone meeting |
| 2/6 | Ed & Susan | Façade construction meeting |
| | Ed & Susan | Crestwood visit |
| 2/7 | Susan | Montefiore Grant - Staff survey & data collection meeting |
| 2/8 | Susan | Day Program Consortium meeting |
| | Ed & Susan | Neighbors Link meeting |
| | Ed, Susan & Vivian | Budget review @ City Hall |
| 2/9 | Ed | Crestwood & Will 125 th |
| | Susan | Riverfront 125 th |
| | Susan | Microfilm reader/scanner vendor demo |
| 2/12 | Susan | CLUSTER Advisory Board |
| 2/13 | Susan | CPCY committee meeting |
| | Susan | NYS budget hearing |
| | Susan | ARTY |
| 2/14 | Susan | Women In Business committee |
| 2/15 | Susan | Staff Development Day committee |
| 2/20 | Ed & Susan | Façade construction meeting |
| 2/21 | Ed & Susan | IT meeting |
| 2/26 | Ed & Susan | TIPS program @ Pace |
| 2/27 | Ed & Susan | Chamber of Commerce networking breakfast @Regency |
| | Ed & Susan | 1000 Books committee meeting |
| | Ed & Susan | Dominican Republic flag raising @ City Hall |
| | Ed & Susan | Foundation Board |

MARK YOUR CALENDARS

State of the City Address: Wednesday, March 14th

WLS National Library Week Breakfast: April 6th

YONKERS PUBLIC LIBRARY

CIRCULATION STATISTICS

January 2018

| | <u>2017</u> | <u>2018</u> | | | |
|-------------------------------------|---------------|---------------|--------------------|-----------------|--------------|
| Days of Service | 28 | 28 | | | |
| RIVERFRONT LIBRARY | | | <u>Dev.</u> | <u>%</u> | |
| Adult | 12,950 | 13,244 | 294 | | |
| Children's | 5,646 | 4,852 | (794) | | |
| Total Riverfront Circulation | 18,596 | 18,096 | (500) | | -2.69% |
| GRINTON I. WILL BRANCH | | | | | |
| Adult | 23,755 | 21,105 | (2,650) | | |
| Children's | 11,412 | 10,632 | (780) | | |
| Total Will Circulation | 35,167 | 31,737 | (3,430) | | -9.75% |
| CRESTWOOD BRANCH | | | | | |
| Adult | 2,898 | 2,917 | 19 | | |
| Children's | 1,234 | 1,228 | (6) | | |
| Total Crestwood Circulation | 4,132 | 4,145 | 13 | | 0.31% |
| E Content (All Branches) | 5,951 | 5,179 | | | |
| TOTAL CIRCULATION | | | | | |
| Total Current Month | 63,846 | 59,157 | (4,689) | | -7.34% |
| Total Previous Months | - | - | - | | <u>0.00%</u> |
| Total Year to Date | <u>63,846</u> | <u>59,157</u> | <u>(4,689)</u> | | -7.34% |

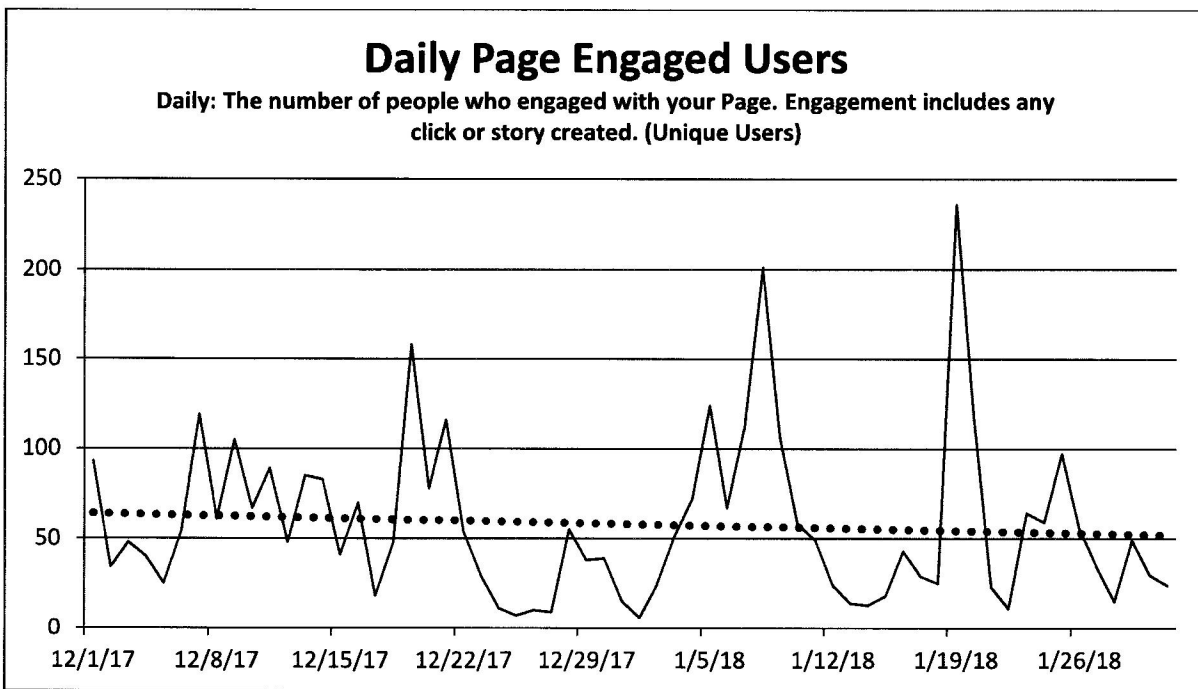
Social Media Statistics January 2018

FACEBOOK Snapshot

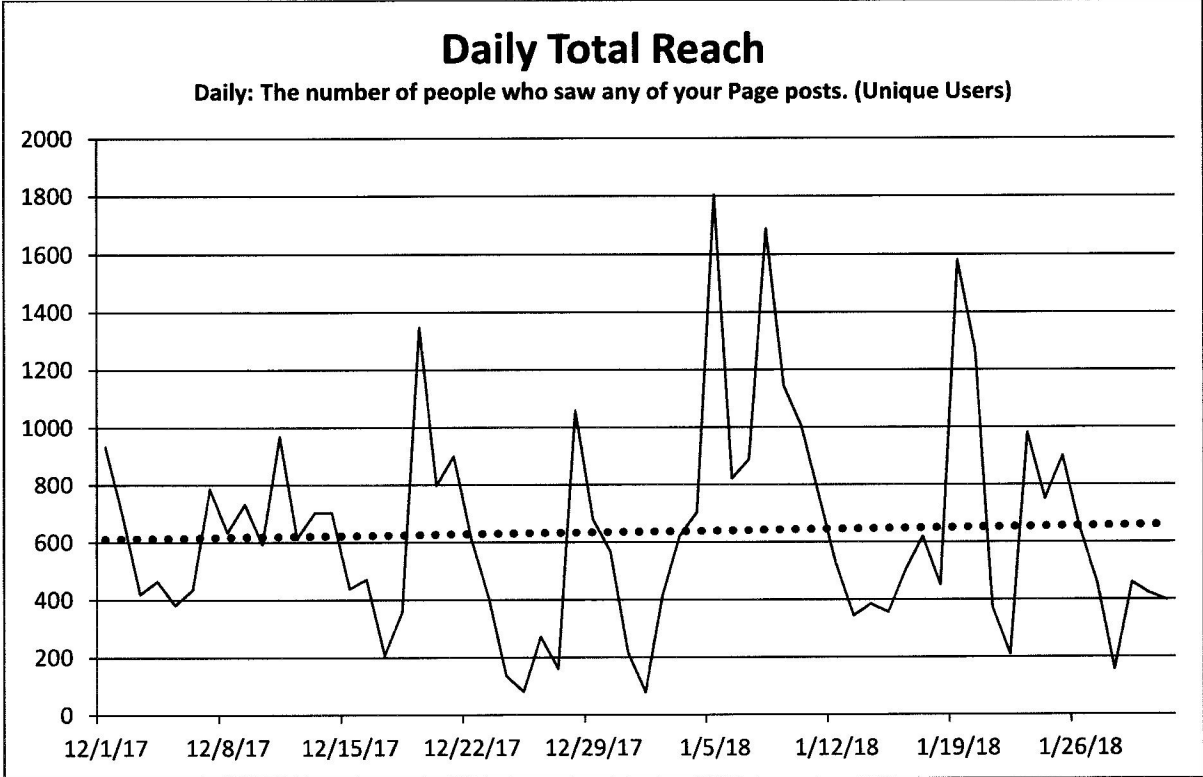
| Month | Total Likes | New Likes | Page Engagement* | % | Total Posts | Monthly Total Reach** | % |
|---------------|-------------|-----------|------------------|------|-------------|-----------------------|------|
| May-17 | 2,311 | 39 | 6,302 | | 46 | 4,382 | |
| June-17 | 2,340 | 35 | 7,054 | 12% | 55 | 6,565 | 49% |
| July-17 | 2,403 | 63 | 11,992 | 70% | 62 | 7,369 | 12% |
| August-17 | 2,465 | 62 | 7,690 | -36% | 61 | 6,423 | -13% |
| September -17 | 2,509 | 44 | 11,604 | 51% | 40 | 15,374 | 139% |
| October-17 | 2,556 | 47 | 14,853 | 28% | 39 | 23,676 | 54% |
| November-17 | 2,561 | 5 | 12,477 | -16% | 39 | 19,846 | -16% |
| December-17 | 2,580 | 19 | 13,226 | 6% | 45 | 17,761 | -11% |
| January-18 | 2,631 | 51 | 11,374 | -14% | 50 | 21,705 | 22% |

*Page engagement: Likes, clicks, comments, and shares

**Reach: Patrons are online & YPL posts show up in newsfeed



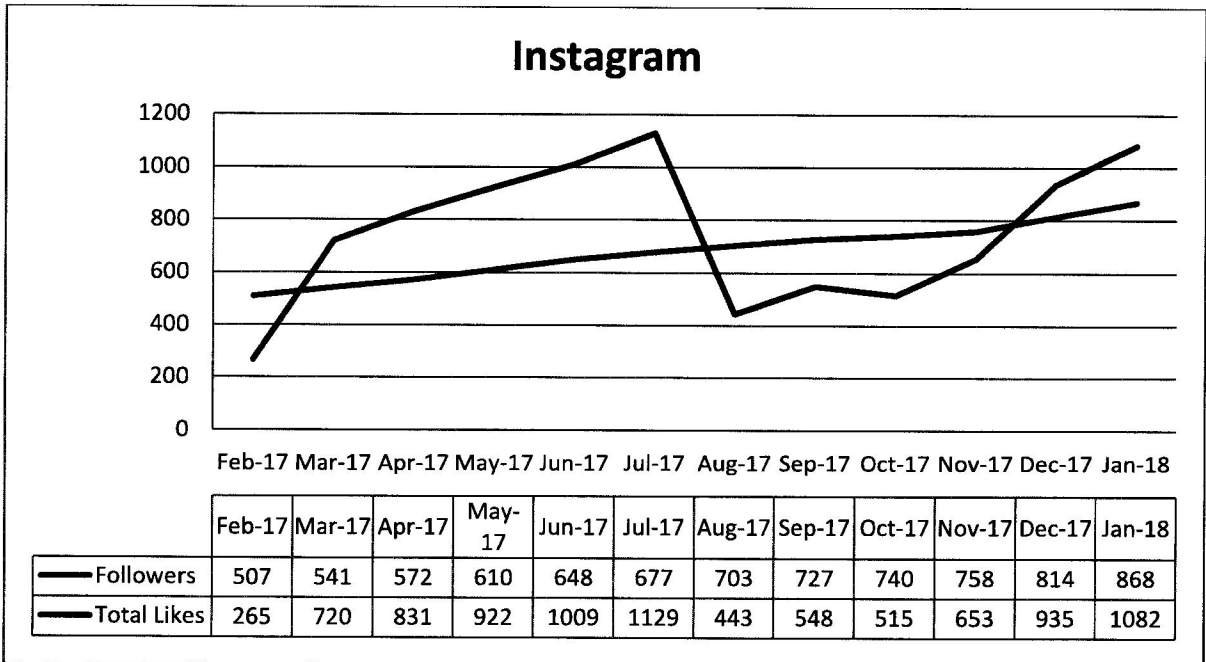
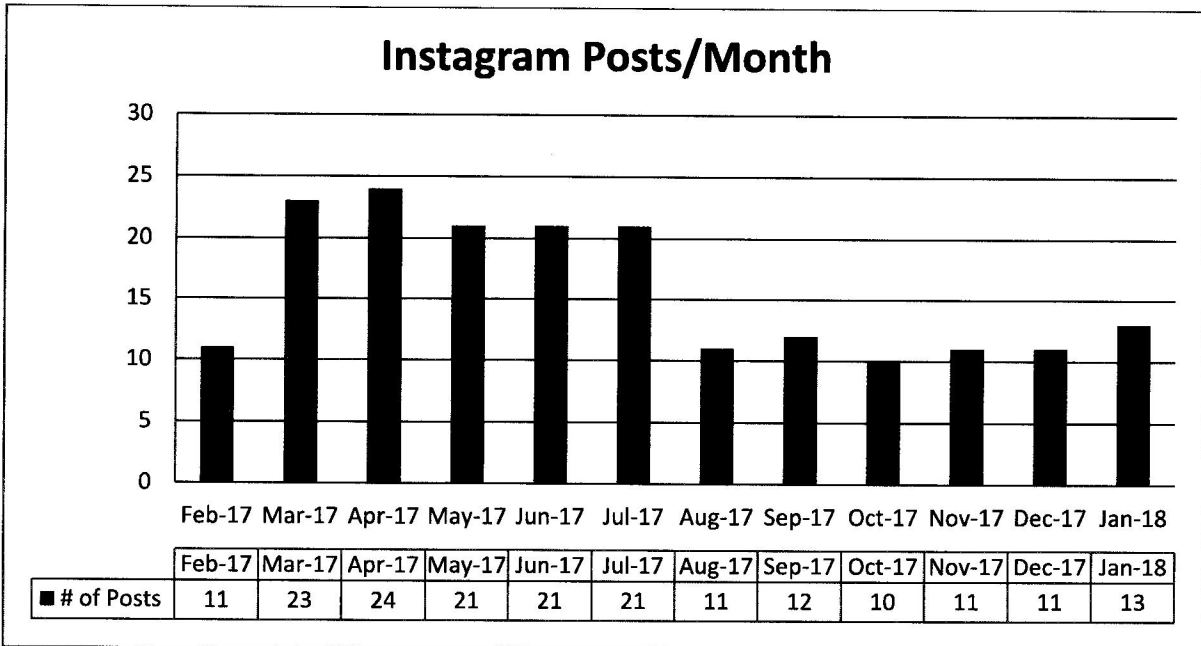
INSIGHT: IS YPL'S ENGAGEMENT RATE INCREASING OVER TIME



INSIGHT: IS YPL'S DAILY REACH IMPROVING OVER TIME?

| Post Message | Type | Posted | Lifetime Post Total Reach | Lifetime Post Total Impressions | Lifetime Engaged Users |
|---|-------------|------------------|---|--|---|
| | | | Lifetime: The total number of people your Page post was served to. (Unique Users) | Lifetime: The number of impressions of your Page post. (Total Count) | Lifetime: The number of unique people who engaged in certain ways with your Page post, for example by commenting on, liking, sharing, or clicking upon particular elements of the post. |
| | | | Green >=70 Yellow <70 and >10 red <= 10 | Green Represents the Top 10% | Green = Highest Maximum Value Yellow = Midpoint Red = Lowest Minimum Value |
| Tell us your history in our amazing Local History | Link | 1/31/18 6:00 PM | 1554 | | |
| Every day can be Wednesday with this kid hangi | Photo | 1/31/18 2:33 PM | 226 | 368 | 18 |
| Thank you, Lisa Reyes, for stopping by our Natio | SharedVideo | 1/30/18 8:18 AM | 239 | 404 | 15 |
| ☺ Good morning! Did you know yesterday was | Link | 1/30/18 7:24 AM | 216 | 346 | |
| Mark your calendars! Starting next Tuesday, Feb | Photo | 1/30/18 6:30 AM | 213 | 387 | |
| Our new sign in the Riverfront Children's Room | Photo | 1/29/18 1:59 PM | 372 | 604 | 36 |
| Listen to a story then learn the ancient art of pap | Photo | 1/27/18 8:07 AM | 196 | 355 | |
| Important information will be shared; no registr | Link | 1/26/18 9:51 AM | 312 | 571 | 17 |
| *MARK YOUR CALENDARS* The Riverfront Child | Photo | 1/26/18 6:50 AM | 56 | 113 | |
| One of our Legorama winners displaying his shin | Photo | 1/26/18 6:15 AM | 236 | 408 | 16 |
| Snowy Science at Will January 25, 2018. We ma | Photo | 1/25/18 4:18 PM | 392 | 658 | 52 |
| Yes, yes, and yes! We offer daily storytimes and | Link | 1/25/18 12:30 PM | 305 | 496 | 12 |
| Happy 136th Birthday, Virginia Woolf "To admit | Photo | 1/25/18 5:56 AM | 616 | 1039 | 48 |
| **SPOTS Available** Learn to build a profession | Photo | 1/24/18 5:59 PM | 186 | 301 | |
| ☺ We are so very *fawned* of our little deer in t | Photo | 1/24/18 1:18 PM | 260 | 418 | |
| Zumba for Kids tonight @ Riverfront Library | Video | 1/23/18 7:01 PM | 553 | 942 | 55 |
| **Still Openings** Become a pro at buying and | Photo | 1/23/18 6:00 PM | 276 | 461 | 12 |
| ☺ Record browsing back-in-the-day at the Grin | Photo | 1/23/18 11:19 AM | 306 | 471 | 23 |
| Will Library Lego Club! See what we made! Our | Photo | 1/19/18 2:23 PM | 439 | 746 | 36 |
| It's Trivia Thursdays: What nickname was given | Photo | 1/19/18 6:30 AM | 194 | 342 | |
| Design your own keychain on Saturday, January | Photo | 1/18/18 12:30 PM | 272 | 477 | |
| ☺ Tomorrow, Friday, January 19 at 11:00 a.m. is | Photo | 1/18/18 6:56 AM | 209 | 331 | |
| Due to snow conditions all locations of Yonkers | Photo | 1/17/18 4:05 AM | 589 | | 16 |
| ***** | Link | 1/16/18 6:15 PM | 307 | 496 | 16 |
| ☺☺☺ Crestwood Kids ☺☺☺ Y our favorite | Photo | 1/16/18 3:59 PM | 201 | 320 | |
| The "Last Jedi" Party at the Will Library! | Photo | 1/16/18 2:00 PM | 301 | 482 | 23 |
| Star Wars: The Last Jedi Party is today at 4pm at | Photo | 1/16/18 10:34 AM | 187 | 306 | |
| Winter Story and Craft | Photo | 1/15/18 7:27 PM | 338 | 596 | 36 |
| **January Newsletter** Do you love the library | Link | 1/14/18 5:41 PM | 322 | 575 | |
| All branches of the Yonkers Public Library will be | Photo | 1/13/18 6:35 AM | 185 | 310 | |
| One of our regular teens plans to make her own | Photo | 1/12/18 7:46 AM | 245 | 435 | 11 |
| ***Crestwood Update*** Crestwood Branch wi | Photo | 1/11/18 9:04 AM | 166 | 364 | |
| ***New Streaming Service "Kanopy" Offers FRE | Video | 1/10/18 6:00 PM | 704 | 1386 | 27 |
| Just a little something to get you through Wedne | Photo | 1/10/18 3:47 PM | 305 | 523 | 24 |
| IMPORTANT NOTICE: Due to a heating issue, the | Photo | 1/9/18 12:09 PM | 669 | | 54 |
| ☺☺☺ Teen Video Challenge, Part 1 is tomorrow | Photo | 1/9/18 10:45 AM | 250 | 454 | |
| Future fashion designers were born from our Fas | Photo | 1/8/18 12:41 PM | 484 | 836 | 52 |
| IMPORTANT NOTICE: Due to a heating issue, the | Photo | 1/8/18 4:35 AM | 1695 | | |
| Due to a heating issue, Crestwood Branch Librar | Photo | 1/7/18 9:48 AM | 624 | 1561 | 56 |
| Lovely performance of the musical group Son Pe | Video | 1/6/18 9:04 PM | 453 | 843 | 30 |
| Despite the extremely cold weather our wonder | Photo | 1/6/18 8:21 PM | 525 | 897 | |
| Awesome marshmallow bridge building worksho | Photo | 1/6/18 8:49 AM | 408 | 699 | 26 |
| Reminder! Need to get the kids out of the house | Photo | 1/5/18 11:45 AM | 233 | 346 | 5 |
| Library Board of Trustee | | 1/5/18 8:43 AM | 223 | 384 | 10 |
| ☺☺☺ baby, it's cold outside but warm in th | Photo | 1/5/18 6:34 AM | 645 | 1178 | 51 |
| All Yonkers Public Library locations are closed du | Photo | 1/4/18 5:48 AM | 522 | 1380 | 26 |
| Enjoying the Children's Corner at Will! | Photo | 1/3/18 8:48 AM | 284 | 509 | 23 |
| The Crestwood Branch will close at 12 noon toda | Status | 1/3/18 8:25 AM | 486 | 1273 | 26 |
| ☺ STEM Saturday in Tech Central at Riverfront Li | Photo | 1/2/18 11:28 AM | 1756 | | |
| | Photo | 1/2/18 6:55 AM | 460 | 900 | 22 |

INSTAGRAM
Snapshot



CONSTANT CONTACT
January Newsletters

| Time Sent | Campaign Name | Total Sent | Open Rate | Total Unique Opens | Total Unique Clicks | Total Unsubscribes |
|------------------|---|-------------------|------------------|---------------------------|----------------------------|---------------------------|
| 1/29/18 | Riverfront Art Gallery Open Reception | 11,034 | 20.2% | 2,115 | 66 | 23 |
| 1/22/18 | Reminder: First Thursday Gallery Hop February 1 | 11,047 | 17.7% | 1,854 | 93 | 13 |
| 1/12/18 | Board of Trustees Application | 7,454 | 18.3% | 1,317 | 124 | 9 |
| 1/8/18 | Museum Pass Push | 7,458 | 21.8% | 1,565 | 233 | 5 |
| 1/3/18 | Year in Review 2017 | 7,468 | 16.9% | 1,213 | 84 | 8 |

Opens by device:
Mobile: 55%
Desktop: 45%

Monthly: January 2018

| | <u>ELECTRONIC USAGE COUNT</u> | | <u>MUSEUM PASSES</u> |
|-------------------|-------------------------------|---------------|----------------------|
| | 2017 | 2018 | <u>CHECK-OUTS</u> |
| | | | Jan-18 |
| Riverfront Branch | 12,228 | 12,559 | 9 |
| Will Branch | 6,606 | 6,303 | 10 |
| Crestwood Branch | <u>662</u> | <u>472</u> | <u>7</u> |
| Total | 19,496 | 19,334 | 26 |

TURNSTILE COUNT

| | 2017 | 2018 |
|--------------------|---------------|---------------|
| Riverfront Library | 29,684 | 30,044 |
| Will Branch | 35,461 | 33,193 |
| Crestwood Branch | <u>4,569</u> | <u>4,908</u> |
| Total | 69,714 | 68,145 |

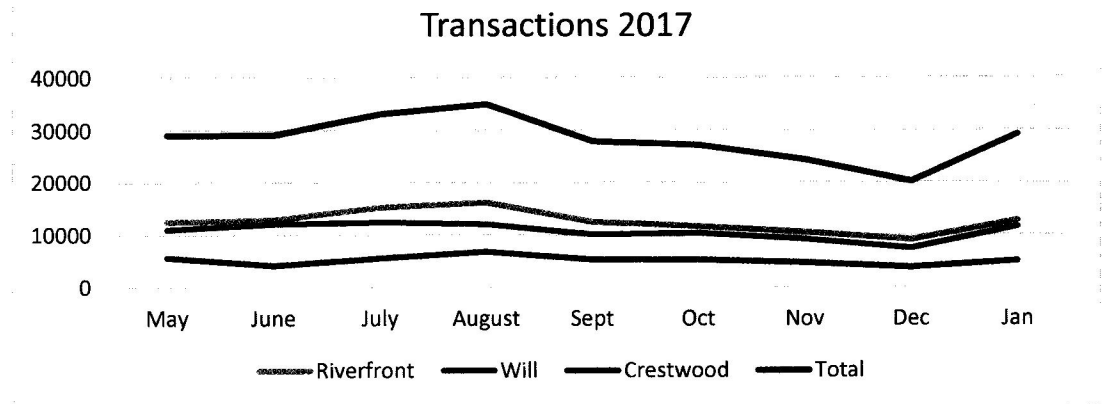
LIBRARY CARD COUNT

| User Profile | Crestwood | Riverfront | Will | Total |
|--------------|--------------|---------------|---------------|---------------|
| Adult | 1,773 | 38,735 | 29,421 | 69,929 |
| Contract | 0 | 120 | 7 | 127 |
| Courtesy | 0 | 1 | 20 | 21 |
| Guest | 0 | 5 | 0 | 5 |
| Internet | 0 | 6 | 2 | 8 |
| Juvenile | 69 | 5,972 | 2,965 | 9,006 |
| Staff | 20 | 108 | 80 | 208 |
| Teen | 17 | 6,332 | 1,726 | 8,075 |
| Temp | 1 | 21 | 2 | 24 |
| Total | 1,880 | 51,300 | 34,223 | 87,403 |

Yonkers Public Library

STATISTICS - PATRON TRANSACTIONS January 2018

| | December <u>2017</u> | January <u>2018</u> |
|---------------------------------------|-------------------------|------------------------|
| RIVERFRONT LIBRARY | | |
| Circulation | 3,094 | 4,429 |
| Directional/Other | 3,511 | 5,217 |
| Reference | <u>2,368</u> | <u>3,006</u> |
| Total | 8,973 | 12,652 |
| GRINTON I. WILL BRANCH | | |
| Circulation | 3,948 | 6,556 |
| Directional/Other | 1,545 | 2,192 |
| Reference | <u>1,912</u> | <u>2,795</u> |
| Total | 7,405 | 11,543 |
| CRESTWOOD BRANCH | | |
| Circulation | 1,638 | 1,628 |
| Directional/Other | 967 | 1,199 |
| Reference | <u>1,171</u> | <u>2,180</u> |
| Total | 3,776 | 5,007 |
| TOTALS | | |
| Current Month | 20,154 | 29,202 |
| Previous Months | - | 253,793 |
| Year to Date May 2017-Jan.2018 | | 282,995 |



YONKERS PUBLIC LIBRARY

PERSONNEL REPORT FEBRUARY 1, 2018

| Element Number & Category | Total # of Positions | Positions Filled | Positions Vacant |
|--|---------------------------------|-----------------------------|-----------------------------|
| <u>7410 Administration</u> | | | |
| Professional | 2 | 2 | 0 |
| Clerical | 10 | 7 | 3 |
| <u>7411 Technical Processing</u> | | | |
| | 4 | 3 | 1 |
| <u>7412/13 Maintenance</u> | | | |
| | 16 | 16 | 0 |
| <u>7412/13/14 Public Service</u> | | | |
| Professional | 39 | 34 | 4 |
| Clerical | <u>35</u> | <u>29</u> | <u>8</u> |
| TOTAL | 107 | 91 | 16 |



Edward Falcone
Library Director

**Yonkers Public Library
Riverfront Branch
ACTIVITIES REPORT - JANUARY**

REGULAR LIBRARY PROGRAMS

| Date(s) | Program | Type | Attendance |
|--------------|--|------|------------|
| January | Literacy Solutions NY: Tutors | A | 134 |
| January | Literacy Solutions NY: Learning Center Use | A | 75 |
| January | Read Away Your Fines | A | 65 |
| 5 sessions | Knitting & Crocheting Workshop | A | 64 |
| 6 sessions | TASC Connect | A | 21 |
| 4 sessions | Job Search Coach | A | 38 |
| 1/8 | Coloring for Adults | A | 4 |
| 1/11 | Kickboxing | A | 19 |
| 1/13, 28 | Sew Amazing! | A | 27 |
| 1/13 | Family Paint Party | A | 4 |
| 1/14 | Movie: "King Arthur: Legend of the Sword" | A | 15 |
| 1/18 | Genealogy Club | A | 4 |
| 1/20 | Learn to Brew | A | 18 |
| 1/21 | Movie: Annabelle: Creation | A | 15 |
| 1/22 | New York Blood Center Winter Blood Drive | A | 20 |
| 1/24, 31 | Books Before Bedtime | A | 13 |
| 1/24 | Cuentas de Papel/Paper Beads Jewelry | A | 6 |
| 1/25 | Zumba Class | A | 25 |
| 1/28 | Movie: "IT" | A | 40 |
| 1/28 | Knowing Your Rights When Your Child is Suspended | A | 28 |
| 1/31 | Yonkers Children's Place HeadStart Center Parent Orientation | A | 4 |
| January | Read Away Your Fines | Y/A | 5 |
| 1/3 | Fashion Design & Illustration | Y/A | 7 |
| 1/10, 24, 31 | Teen Video Challenge | Y/A | 12 |
| 1/11, 18, 25 | Gaming Thursday | Y/A | 48 |
| 1/19 | National Popcorn Day | Y/A | 21 |
| 1/30 | HIV Prevention & Services for Teens | Y/A | 4 |
| January | America Reads | JUV | 63 |
| 1/5 | Baby Signing Time | JUV | 8 |
| 1/6 | Three Kings Day | JUV | 58 |
| 1/6 | Build a Marshmallow Bridge | JUV | 14 |
| 1/6 | Take Apart | JUV | 14 |
| 1/8 | Color-Me Snow Globes Craft | JUV | 29 |
| 1/8, 22, 29 | Bilingual Storytime | JUV | 36 |
| 1/11, 18, 25 | Toddler Time | JUV | 50 |
| 1/12, 19, 26 | Babies and Books | JUV | 32 |
| 1/13, 20, 26 | Ezra Jack Keats Inspires "Yonkers: A Home for Every Culture" | JUV | 66 |
| 1/19 | Popcorn Party | JUV | 62 |
| 1/22 | Minecraft Monday | JUV | 12 |
| 1/23 | Zumba for Kids | JUV | 36 |
| 1/26 | Legorama Club | JUV | 46 |
| 1/27 | Robothink: Build a Robot | JUV | 16 |
| 1/29 | National Puzzle Day | JUV | 18 |

CLASS VISITS

| Date(s) | Program | Internal/External | Type | Attendance |
|--------------|--|-------------------|------|------------|
| 1/9 | CLUSTER After-School Visit to Tech Central | Internal | JUV | 30 |
| 1/10, 24, 31 | Yonkers Children's Place HeadStart Center | Internal | JUV | 72 |

HOMEWORK HELPER

| Date(s) | Type | Attendance |
|-------------|------|------------|
| 14 sessions | JUV | 178 |

NUMBER OF LIBRARY PROGRAMS:

87

ATTENDANCE AT LIBRARY PROGRAMS:

1,576

NON-LIBRARY PROGRAMS

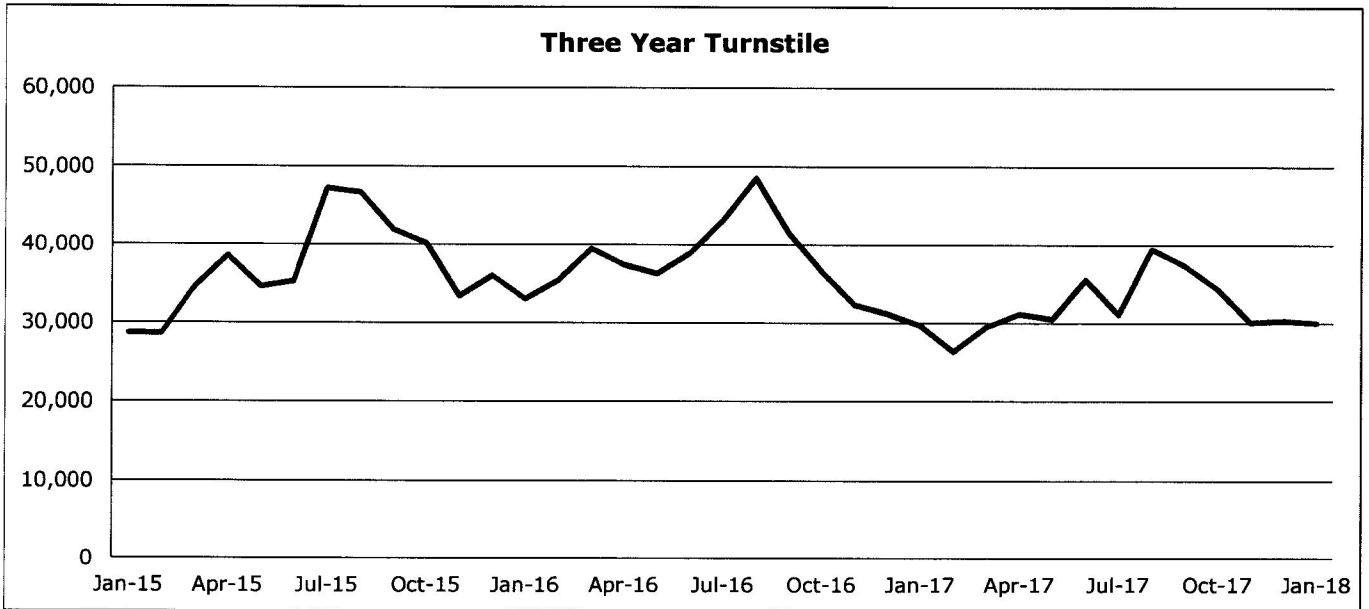
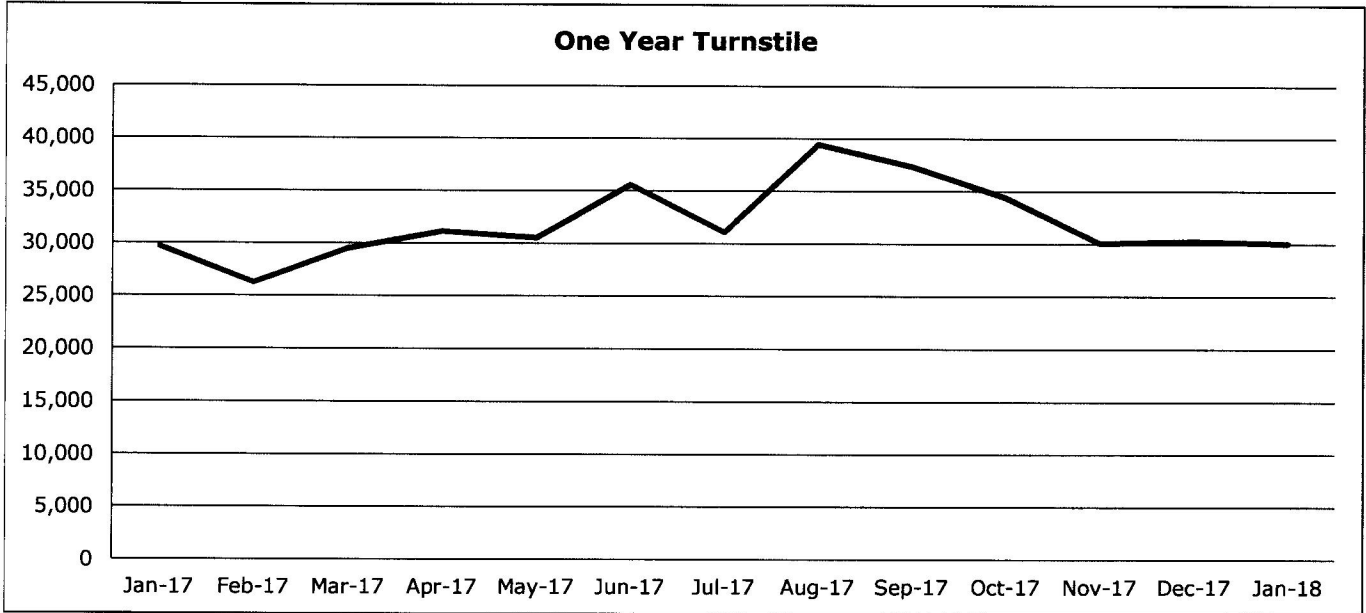
| <u>Date(s)</u> | <u>Program</u> | <u>Attendance</u> | <u>Fee</u> |
|----------------|--|-------------------|------------|
| 7 sessions | YPS Best Practices in Conducting FBAs and Developing BIPs | 148 | |
| 1/6 | AKG Defensive Driving Class | 2 | \$25.00 |
| 1/6 | Sister to Sister International STEAM Study Sessions | 26 | |
| 1/8 | Israelite Church of God in Jesus Christ: Revealing the 12 Tribes of Israel | 16 | |
| 1/8 | Yonkers Paddling & Rowing Club Meeting | 9 | |
| 1/9, 24, 31 | WEDC: Women's Enterpreneurial Training Program | 55 | |
| 1/9, 10, 11 | City of Yonkers Department of Planning RFP Workshop | 69 | |
| 1/10 | Yonkers Coalition for Youth | 26 | |
| 1/10 | Yonkers Partners in Education Fellows Information Session | 69 | |
| 1/10 | Reach Prep Admission Information Session | 46 | |
| 1/11 | LYFE Coalition Meeting | 22 | |
| 1/12 | Relative Caregivers Support Group | 5 | |
| 1/13 | Revolution Prep Free SAT Practice Exam | 15 | |
| 1/14 | Fit Club | 20 | \$150.00 |
| 1/16 | Fidelis Care Meeting | 9 | |
| 1/16 | WESPAC: Westchester Coalition for Paid Sick Leave Forum | 86 | |
| 1/17 | Berkshire Farm Center Staff Meeting | 6 | |
| 1/18 | CLUSTER Eviction Prevention Workshop | 14 | |
| 1/18, 26 | YPS Social Studies Teacher Training | 54 | |
| 1/19 | Yonkers Fire Department Graduation | 350 | |
| 1/20 | Greyston Community Garden Club | 20 | |
| 1/20 | Oromo Diaspora Association Community Meeting | 15 | |
| 1/21 | NYCD16 Indivisible | 75 | |
| 1/22, 23 | YPS Skills Navigation Training | 78 | |
| 1/22 | Local 628 Firefighters Meeting | 12 | |
| 1/23 | Cuddy Law Firm: Navigating the Special Education System | 12 | |
| 1/24 | Contrafact Off-Site Meeting | 20 | \$75.00 |
| 1/24 | Housing Action Council: Rental Housing Information Session | 40 | |
| 1/25 | YPS Science Pretest Scoring | 32 | |
| 1/25 | YPS Early Childhood Parent Workshop | 29 | |
| 1/27 | Mature Women Spilling Tea: Women's Empowerment Networking | 12 | |
| 1/28 | Westchester Steelers Team Meeting | 16 | |
| 1/28 | Everytown for Gun Safety: Moms Demand Action Meeting | 73 | |
| 1/30 | Andrus Community Services Healthy Families | 15 | |
| 1/30 | National Association of Social Workers: CBT for Anxiety Disorders | 64 | |
| 1/30 | P4:13 Empowerment Group: Anti-Bullying Workshop | 2 | |
| 1/31 | SCORE Free Small Business Workshop | 29 | |

ATTENDANCE AT NON-LIBRARY PROGRAMS: 1,591

GRAND TOTAL PROGRAM ATTENDANCE 3,167

Electronic Use Count

| | |
|--|--------------|
| | <u>Count</u> |
| PC Sign Up | 12,559 |
| 14 English-speaking Computer Classes | 71 |
| | |
| TOTAL ELECTRONIC USE COUNT: | 12,630 |
| | |
| RIVERFRONT LIBRARY TURNSTILE COUNT: | 30,044 |



| Room | # Events | Hours | Utilization |
|----------------------------|-----------------|--------------|--------------------|
| Arts & Crafts Room | 20 | 42.00 | 16.34% |
| Auditorium | 3 | 7.75 | 3.02% |
| Auditorium and Event Space | 1 | 4.00 | 1.56% |
| Board Room | 9 | 27.00 | 10.51% |
| Community Room A | 11 | 29.50 | 11.48% |
| Community Room A & B | 13 | 40.00 | 15.56% |
| Community Room B | 6 | 18.75 | 7.30% |
| Event Space | 0 | 0.00 | 0.00% |
| Learning Lab | 21 | 46.50 | 18.09% |
| Maker Lab | 11 | 26.75 | 10.41% |
| Media Lab | 0 | 0.00 | 0.00% |
| Riverfront Art Gallery | 0 | 0.00 | 0.00% |
| Room 1 | 2 | 4.00 | 1.56% |
| Room 2B | 22 | 67.50 | 26.26% |
| Room 3 | 3 | 18.00 | 7.00% |
| Room 4B | 15 | 33.50 | 13.04% |
| Small People's Place | 19 | 31.25 | 12.16% |
| Table Space 1 | 8 | 40.00 | 15.56% |
| Tech Central | 14 | 37.50 | 14.59% |
| Third Floor Computer Lab | 1 | 2.00 | 0.78% |
| Yonkers Room | 18 | 86.00 | 33.46% |
| Young Adult Room | 8 | 24.00 | 9.34% |

Events reflects reservations, not actual usage
Hours includes regular library hours and overtime

**Yonkers Public Library
Grinton I. Will Branch
Activities Report - January 2018**

REGULAR LIBRARY PROGRAMS

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|--------------------------|---|-------------|-------------------|
| 1/11 | Winter Story & Craft | Juv | 22 |
| 1/16 | Star Wars: The Last Jedi Party | Juv | 29 |
| 1/19 | Lego Club | Juv | 33 |
| 1/25 | Snowy Science | Juv | 45 |
| 1/30 | National Kazoo Day | Juv | 42 |
| 1/4,11,18 & 25 | Bridge Club | Adult | 72 |
| 1/8 | String Instrument Meet Up Group | Adult | 6 |
| 1/9,16,23 & 30 | Crochet Club | Adult | 12 |
| 1/9,11,16,18,22, 25 & 30 | Senior Benefit Information Center | Adult | 10 |
| 1/10 & 24 | WEBS Career Counseling | Adult | 5 |
| 1/18 | Feature Film- <i>The Wind and the Lion</i> | Adult | 25 |
| 1/3,10,17,24 & 31 | Gaming Thursdays | YA | 10 |
| 1/5,12,19 & 26 | Brain Breaker | YA | 6 |
| 1/8,22 & 29 | Coloring for Teens | YA | 4 |
| 1/9,16,23 & 30 | Teen Tech | YA | 6 |
| 1/10,17,24 & 31 | Word Puzzle Wednesday | YA | 2 |
| 20 Sessions | YA Groups eg. AHRC, Another Step, Day Break | YA | 716 |

CLASS VISITS

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|----------------|----------------|-------------|-------------------|
| | | | |
| | | | |

OUTREACH

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|----------------|----------------|-------------|-------------------|
| | | | |

HOMEWORK HELPER

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|----------------|-----------------|-------------|-------------------|
| 20 Sessions | Homework Helper | Juv | 97 |

NUMBER OF LIBRARY PROGRAMS

84

ATTENDANCE AT LIBRARY PROGRAMS:

1,142

NON-LIBRARY PROGRAMS

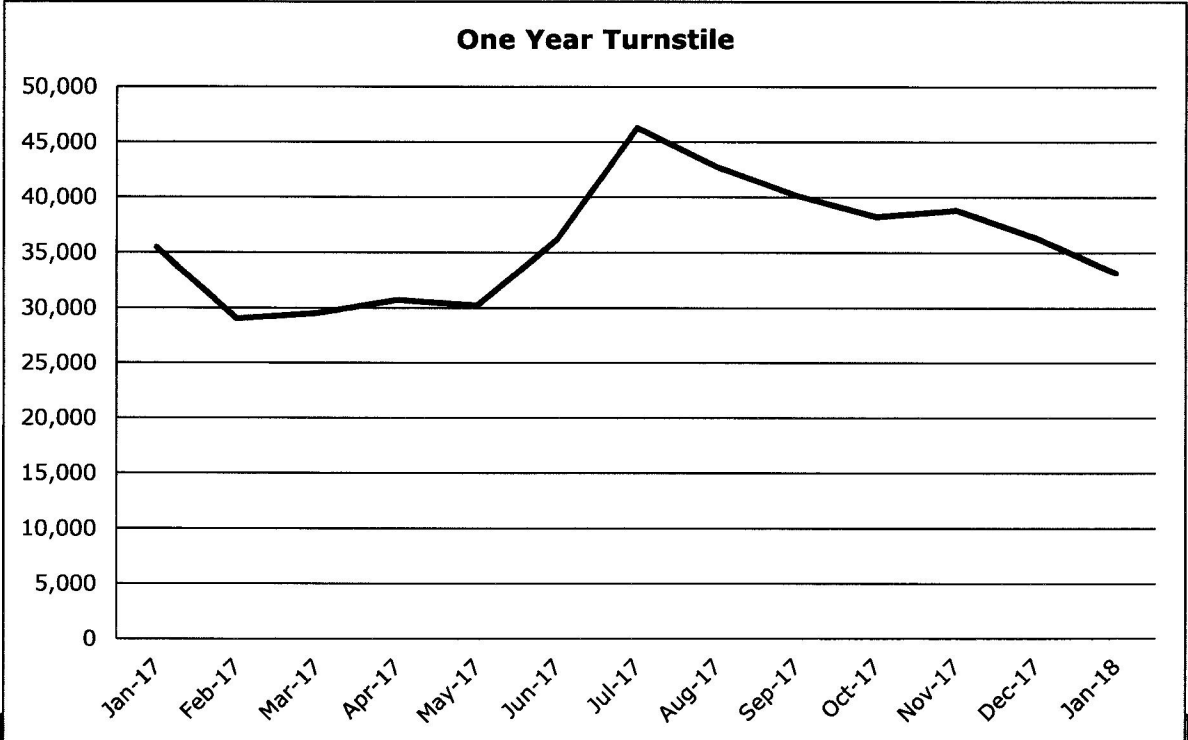
| Date(s) | Program | Attendance | Fee |
|--|---|------------|------|
| 1/2,3,5,6,7,8,9, 10,11,12,13 14 & 15 | Little Radical Theatrics | 375 | |
| 1/3 | City of Yonkers Mobile Tax Center | 200 | |
| 1/3 | UFO Roundtable | 20 | |
| 1/3 | Yonkers Historical Society | 15 | |
| 1/6 | National Council of Negro Women | 8 | |
| 1/6 & 20 | CTS Study Group | 30 | |
| 1/8 | LaLeche | 6 | |
| 1/8 | Writers' Workshop | 10 | |
| 1/9 | National Letter Carriers | 20 | |
| 1/10 | Toastmaster's | 10 | |
| 1/10 | SEIU 704 | 25 | |
| 1/10 | National Stuttering Association | 6 | |
| 1/10 | National Assessment of Education Progress | 10 | |
| 1/11 | National Association of Hispanic Nurses | 20 | |
| 1/13 | NAMI | 8 | |
| 1/14 | Yonkers Amateur Radio Club | 12 | |
| 1/16 | Aquehung Democratic Club | 15 | |
| 1/16 | Enrico Fermi Scholarship Committee | 10 | |
| 1/16 | AARP | 35 | |
| 1/17 | Westchester Referee Association | 60 | |
| 1/18 | 1-3 Remsen Road Association | 30 | |
| 1/20 | Driver's Safety | 30 | \$50 |
| 1/23 | Local 32BJ | 35 | |
| 1/25 | ARC of Westchester | 35 | |
| 1/27 | Empire Safety | 23 | \$50 |
| 1/27 | CSEA | 15 | |
| 1/29 | National Association of Social Workers | 45 | |
| 1/31 | Cornell-Master Gardener | 30 | |
| 20 Sessions | Little Learners- Yonkers Parks Dep | 475 | |
| 20 Sessions | Senior Center-Yonkers Park Dept | 425 | |

ATTENDANCE AT NON-LIBRARY PROGRAMS: 2,038
GRAND TOTAL PROGRAM ATTENDANCE 3,180

PC Sign Up 6,255
10 Computer Classes 48

TOTAL ELECTRONIC USE COUNT: 6,303

Will Library Turnstile Count 33,193



| | | |
|-----------------|-------|--------|
| Auditorium | 184 | 59.08% |
| Meeting Room | 61 | 19.55% |
| Projection Room | 113.5 | 36.38% |
| Sen. Flynn Room | 42.5 | 13.62% |
| Story Room | 42 | 13.49% |

Events reflects reservations, not actual usage
 Hours includes regular library hours and overtime

**Yonkers Public Library
Crestwood Branch
ACTIVITIES REPORT -JANUARY 2018**

REGULAR LIBRARY PROGRAMS

| # of sessions | Program | Type | Attendance |
|---------------|--|------|------------|
| 1 session | Tech Drop-In: Press Reader | A | 7 |
| 1 session | Tech Drop-In: Westchester Wonders | A | 6 |
| 1 session | Tech Drop-In: Audio Books | A | 14 |
| 1 session | Tech Drop-In: Free Music Online | A | 15 |
| 2 sessions | Tech Drop-In: 3-D Printing | A | 20 |
| 1 session | Tech Drop-In: Everything E-Book | A | 8 |
| 1 session | Tech Drop In: Mango Language | A | 5 |
| 4 sessions | PC Cruzin' | A | 37 |
| 10 sessions | Help Desks | A | 13 |
| 4 sessions | News & Brews | A | 83 |
| 2 sessions | Mindful Mondays | A | 15 |
| 2 sessions | Sing Memorable Songs | A | 13 |
| 3 sessions | Yoga for Yogis | A | 33 |
| 5 sessions | Color @Crestwood | A | 57 |
| 1 session | Non-pretzel Yoga for Adults | A | 12 |
| 3 sessions | Word Wednesdays | A | 18 |
| 1 session | Crestwood Book Club | A | 11 |
| 1 session | Reiki | A | 8 |
| 1 session | MahJong | A | 5 |
| 1 session | Relax and Restore Sound Meditation | A | 23 |
| 1 session | Tumblebooks Tech Drop-In | JUV | 29 |
| 2 sessions | Crestwood Knitting, Crochet & Embroidery Club | JUV | 26 |
| 1 session | Saturday Storytime | JUV | 20 |
| 2 sessions | Chess | JUV | 15 |
| 6 sessions | Music & Merriment (9:30 & 11am) | JUV | 266 |
| 1 session | The Write Stuff with Author Elle L. Stone | JUV | 8 |
| 2 sessions | Literary Lego Club | JUV | 42 |
| 4 sessions | Crestwood Cinema | JUV | 71 |
| 1 session | Paws For Reading | JUV | 29 |
| 2 sessions | HomeSchool Study Hall | JUV | 20 |
| 2 sessions | Science With Sharon | JUV | 33 |
| 1 session | Fold, Create...READ! | JUV | 6 |
| 1 session | Beat the January Blues with Wickity Stitch & Tibbits | JUV | 28 |
| 4 sessions | Teen Tuesdays | YA | 33 |
| 1 session | Teen Readers Book Club | YA | 12 |
| 1 session | Book Buzz | YA | 33 |
| 1 session | VOLUNTEENS | YA | 12 |

HOMEWORK HELPER

| Date(s) | Type | Attendance |
|-------------|------|------------|
| 11 sessions | JUV | 88 |

NUMBER OF LIBRARY PROGRAMS: 90

ATTENDANCE AT LIBRARY PROGRAMS: 1,174

NON-LIBRARY PROGRAMS:

| Date(s) | Program | Fee | Attendance |
|---------|--|-----|------------|
| 1/10 | Friends of Crestwood Library Board Meeting | N/A | 8 |

ATTENDANCE AT NON-LIBRARY PROGRAMS: 8

GRAND TOTAL PROGRAM ATTENDANCE: 1,182

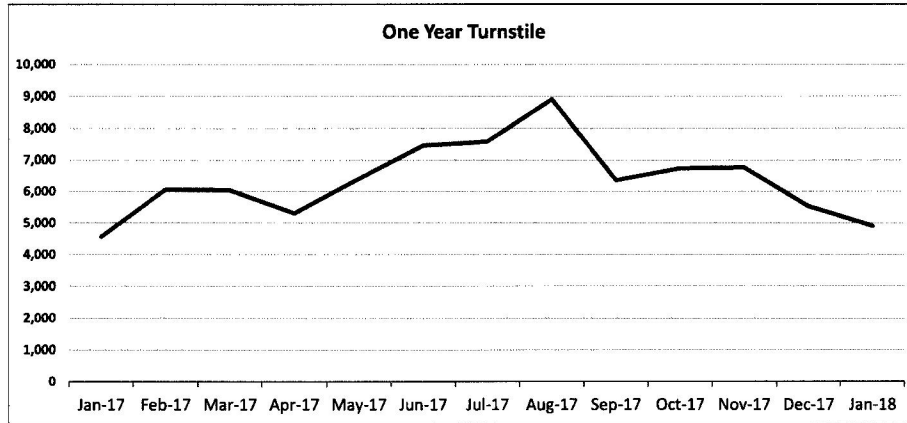
Electronic Use Count

| | Count |
|--|-------|
| PC Sign Up | 318 |
| 23 Computer Events- Classes/workshops/drop-ins/help desk | 154 |

TOTAL ELECTRONIC USE COUNT: 472

CRESTWOOD LIBRARY TURNSTILE COUNT:

4,908



| Room | # Events | Hours | Utilization |
|---------------------|----------|-------|-------------|
| Adult Computer Area | 22 | 35 | 22.44% |
| Children's Room | 44 | 66 | 42.31% |
| Reading Room | 16 | 28 | 17.95% |
| Teen Corner | 9 | 27 | 17.31% |
| Outside | 0 | 0 | 0.00% |
| | 91 | 156 | |

Events reflects reservations, not actual usage

Hours includes regular library hours and overtime

in addition to the 2 holidays (New Year's Day and MLK Jr. Day) we were closed for an additional 6 days due to the boiler/heating issues (Jan 3 closed 1/2day; Jan 7 closed; Jan 8 closed; Jan 9 closed; Jan 10 closed; Jan 11 closed 1/2 day).

BOOK STOCK

For the Month of **JANUARY 2018**

| RIVERFRONT LIBRARY | 2018 | 2017 |
|---|----------------|----------------|
| Number of volumes at end of previous month | 152,425 | |
| Number of volumes added this month | 488 | |
| TOTAL | 152,913 | |
| Number of volumes lost/withdrawn this month | 964 | |
| TOTAL VOLUMES RIVERFRONT LIBRARY | 151,949 | 159,299 |

| GRINTON I. WILL BRANCH | | |
|---|----------------|----------------|
| Number of volumes at end of previous month | 142,041 | |
| Number of volumes added this month | 576 | |
| TOTAL | 142,617 | |
| Number of volumes lost/withdrawn this month | 1,116 | |
| TOTAL VOLUMES GRINTON I. WILL BRANCH | 141,501 | 150,523 |

| CRESTWOOD BRANCH | | |
|---|---------------|---------------|
| Number of volumes at end of previous month | 21,858 | |
| Number of volumes added this month | 300 | |
| TOTAL | 22,158 | |
| Number of volumes lost/withdrawn this month | 19 | |
| TOTAL CRESTWOOD BRANCH | 22,139 | 21,492 |

| | | |
|--|----------------|----------------|
| TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY | 315,589 | 331,314 |
|--|----------------|----------------|