

**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
GRINTON I. WILL BRANCH
DECEMBER 15, 2016**

MINUTES

[ACTION ITEM]

Approve Minutes of Board Meeting of November 17, 2016.

WILL FAÇADE UPDATE

Russell Davidson, KG&D

STAFF PRESENTATION

Christian Zabriskie, Branch Administrator, Grinton I. Will Branch

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEMS]

Ratify the following appointments:

Kirsten Grunberg, Librarian I, \$52,392/yr., effective 12/2/16

Abdul Holmes, P/T Page, \$11.00/hr., effective 11/26/16

Acknowledge the following resignation:

Melissa Cordero, Clerk I/Typist, \$37,390/yr., effective 12/29/16.

COMMITTEE REPORTS

Finance, Budget & Planning Maron, Arcaro, Jannetti

Employee Relations Maron, Buckley

Buildings & Grounds Maron, Touba, Buckley

Fundraising & Development Maron, Arcaro, Jannetti

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #774

UNFINISHED BUSINESS

Review motion regarding Contributions Account in 11/17/16 minutes.

NEW BUSINESS

Nancy L. Maron reappointed Library Trustee, effective January 2, 2017 through December 31, 2021 at YPS BOT Stated Meeting on Wednesday, November 17, 2016.

[ACTION ITEM] Proposed revision to Children’s Room Behavior Policy

NEXT BOARD MEETING DATE: Thursday, January 26, 2017, Riverfront Library.

YONKERS PUBLIC LIBRARY
BOARD MEETING
RIVERFRONT LIBRARY
November 17, 2016

ATTENDANCE

| | |
|--|--|
| TRUSTEES: | Nancy Maron Derrick Touba Stephen Jannetti Jim Buckley Gregory Arcaro Anietra Guzman-Santana Hon. Hal B. Greenwald |
| GUESTS: | Sara Dirs, Teresa May, KG&D Associates |
| LIBRARY DIRECTOR: | Edward Falcone |
| DEPUTY DIRECTOR: | None |
| INTERIM BUSINESS MANAGER: | Vivian Presedo |
| ADMINISTRATIVE SECRETARY: | Sarah McAllister |
| YONKERS REPRESENTATIVE ON THE WLS BOARD OF TRUSTEES: | Mary Amato |
| UNION REPRESENTATIVE: | Rose Bannister, Clerk III, Business Office, Riverfront Library |

The Board meeting began at 7:00 p.m.

MINUTES

On motion of Tr. Arcaro, seconded and carried, the Board approved the Minutes of the Board Meeting of October 13, 2016.

Sara Dirsa and Teresa May from KG&D Associates addressed the Board members with regard to the pending façade project for Grinton I. Will Branch. They reported that while they had made progress on the budget with the sole bidder, they felt the best way forward was to rebid the project in January and hope for more competitive pricing. Sarah Dirsa and Teresa May will keep Director Falcone and the Board apprised on a steady basis regarding the progress of the façade project. A discussion ensued among Board members.

DIRECTOR AND DEPUTY DIRECTOR MANAGEMENT REPORT

Director Falcone said that the latest version of the Strategic Plan is nearing its final form. Edits from YPL Board members have been submitted to the consultant.

The Library and the Yonkers Public Schools District are continuing to work together on an initiative that will provide all YSD students with a library card. School officials are reviewing the plan and will be scheduling another meeting soon with Director Falcone and Deputy Director Thaler.

Director Falcone reported that the Hudson River Museum grant has received an extension, and that Deputy Director Thaler will update Board members on the project at the next meeting. Deputy Director Thaler also wrote two CDBG grants requesting funding for computer equipment and art gallery support at Riverfront.

YPL's new Outreach Librarian, Shauna Porteus, has been working diligently to meet the staff and learn about the community since she began on October 21, and has already published her first e-newsletter. Director Falcone will invite her to a future board meeting.

Director Falcone asked Board members to please save the date for a pending Library Holiday party on December 9, 2016 at Silvio's.

Director Falcone addressed the Board's concerns regarding circulation statistics. The Library hopes to obtain more detailed information on the book collection within the next six months with the help of a new software product called Collection HQ. The results will assist in future book selections which in turn may help heighten circulation.

UNION REPRESENTATIVE'S REPORT – Union Representative Rose Bannister had nothing to report.

WLS REPORT – WLS Representative Mary Amato stated there would be three or four 2017 Trustee Training meetings in the coming year. The WLS Annual Meeting was held this morning and WLS Representative Amato reported that the WLS Board is very impressed with the Yonkers Public School initiative.

PERSONNEL REPORT

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

Shauna Porteus, Librarian II, \$64,053, effective 10/21/16
Morgan Lee, P/T Page, \$9.00/hr., effective 10/22/16
Edgar Correa, P/T Page, \$9.00/hr., effective 10/22/16
Diane B. Clark, P/T Page, \$11.00/hr., effective 10/29/16

The Board acknowledged the following terminations:

Jessica Fain, P/T Page, \$11.00/hr., effective 10/15/16
Jennifer Fain, P/T Page, \$11.00/hr., effective 10/15/16
Devon Bolden, P/T Page, \$9.00/hr., effective 11/5/16
Jeremy McCormick, P/T Page, \$9.00/hr., effective 11/12/16
Katherine Espitia, P/T Page, \$9.00/hr., effective 11/12/16

COMMITTEE REPORTS

Finance, Budget & Planning: Maron, Arcaro, Jannetti

Director Falcone distributed a revised draft of the 2018 budget additions for discussion by the Board members.

On motion of Tr. Jannetti, seconded and approved, the Board agreed to adopt Director Falcone’s framework for the 2018 budget request.

Employee Relations: Maron, Buckley

Buildings & Grounds: Maron, Touba, Buckley

Fundraising & Development: Maron, Arcaro, Jannetti

The Board reviewed and discussed the structure of the YPL Contributions Account. Director Falcone distributed an overview of the account.

On motion of Tr. Jannetti, seconded and approved, the Board agreed to permit Director Falcone access to the Contributions Account for a trial period of two months, which motion will be reviewed by the Board members at the next Board meeting. Any expenditure above \$5,000 should have prior Board approval.

PAYMENT OF BILLS

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #773.

UNFINISHED BUSINESS

Interim Business Manager Presedo distributed to Board members the YPL Operating Budget for 2016-17, which is a new monthly account of expenditures that will be given to Board members at each meeting. A discussion ensued among Board members.

Tr. Maron thanked Director Falcone and Deputy Director Thaler for their services regarding the Strategic Plan. The Plan is finalized with the exception of some very minor editing submitted to the Strategic Plan consultants.

Tr. Maron distributed to the Board members a YPL Communication Plan. The Board discussed sharing the YPL Strategic Plan objectives.

On motion of Tr. Touba, seconded and approved, the Board voted to adopt the Strategic Plan text subject to a final design sign-off by the President and Vice President of the YPL Board of Trustees.

Tr. Guzman-Santana presented her plan to Board members for communicating YPL's Strategic Plan to the Yonkers government and community at large.

NEW BUSINESS

Tr. Guzman-Santana and Tr. Buckley were appointed to the nominating committee.

On motion of Tr. Buckley, seconded and approved, the Board agreed to close the Library at 1:00 p.m. on December 24, 2016, with one opposing vote by Tr. Jannetti.

NEXT BOARD MEETING DATE - Thursday, December 15, 2016, 7:00 p.m.,
Grinton I. Will Branch.

The Board meeting was adjourned at 9:52 p.m.

Edward Falcone
Library Director & Secretary

JOINT MANAGEMENT REPORT
DECEMBER 2016

We have a Plan! As of this writing, the YPL Strategic Plan appears to be in its final form and ready for distribution. Kudos to everyone on the Board and staff who contributed to the document. We will notify the Division of Library Development and the Westchester Library System that the plan is finished.

The first round of capital funding for this fiscal year is due to be released on or around December 15th, about a month later than we had expected. With last year's book money almost exhausted, we've had to temporarily suspend orders for new library material.

Assemblywoman Shelley Mayer has indicated that there might be some State funding available to improve handicap access to the Crestwood Branch. Nothing further to report at this time, but we are working with the COY Engineering Department to find a consultant who can prepare a feasibility study for us.

We are making progress on the student library card project, although it's all going on behind the scenes. We've been informed that the YSD is working up a draft memorandum of agreement for both parties to sign, and IT staff from WLS and YSD are determining how to transfer the data that we need to create patron records.

The Will and Crestwood branches held a fund-raising event at Barnes & Noble over the December 2-4 weekend. Activities included crafts, storytelling, 3-D printing demos, and an appearance by a local author. Customers who shopped for books that weekend saw a portion of their transaction donated to YPL.

We are compiling information on museum passes, and we expect to begin purchasing them beginning in January. While many of the passes will be for NYC museums, we are also looking throughout the tri-state region for institutions that our patrons might enjoy visiting.

The Yonkers Remembers/Local History Incubator project at the Will branch is gathering steam. Oral history interviews of local veterans are slated to begin soon, and memorabilia and photographs are being collected for scanning and digital storage. There is also an update on the Hudson River Museum's IMLS-funded oral history project, Yonkers Voices, in which the library is a partner. The project has been granted an extension, and interviews have begun in earnest.

MEETINGS ATTENDED THIS PERIOD

| | |
|-------------|----------------------------|
| 11/22 Susan | Community Planning Council |
| Susan | Yonkers Thrives, Andrus |

| | | |
|-------|------------|--|
| 11/29 | Susan | City engineer Chris Connor, re Crestwood accessibility project |
| | Ed | AIA Build America Summit, NYC |
| | Susan | CLUSTER meeting |
| | Ed & Susan | City Hall tree lighting |
| | Ed & Susan | CPCY Legislative Forum |
| 11/30 | Susan | Publicity Committee meeting |
| | Susan | Will visit |
| 12/1 | Ed & Susan | Lunch Club, Dolphin |
| | Ed & Susan | Getty Square tree lighting |
| 12/5 | Ed | Will & Crestwood visit |
| 12/6 | Ed | Community Conversations kickoff meeting, WLS |
| | Susan | Yonkers On The Move Recognition, City Hall |
| | Ed & Susan | CPCY Mental Health Community Conversation |
| 12/7 | Susan | Women In Business, Yonkers Chamber of Commerce |
| | Susan | Yonkers Tourism Alliance, Empire City |
| 12/8 | Ed & Susan | Lunch Club, Giovanni's |
| | Susan | Emily & Robert Ellis, Tech Central |
| | Ed & Susan | Landmarks Preservation exhibit reception |
| 12/9 | Susan | Corning Anniversary Planning Committee, Hudson River Museum |
| | Ed & Susan | Engineer walk-through, Crestwood accessibility project |
| 12/10 | Ed & Susan | Human Rights Commission Breakfast, Castle Royale |
| | Ed | Will visit |
| 12/13 | Ed | Chamber of Commerce Networking Breakfast, Dunwoodie |
| 12/15 | Ed | PLDA monthly meeting, Larchmont |
| | Susan | Healthy Yonkers Initiative, St. John's Hospital |
| | Susan | Branch Administration monthly meeting |
| | Ed & Susan | Shelley Mayer Open House |

YONKERS PUBLIC LIBRARY

CIRCULATION STATISTICS

November 2016

| | <u>2015</u> | <u>2016</u> | | |
|-------------------------------------|----------------|----------------|--------------------|-----------------|
| Days of Service | 27 | 27 | | |
| RIVERFRONT LIBRARY | | | <u>Dev.</u> | <u>%</u> |
| Adult | 15,000 | 13,377 | (1,623) | |
| Children's | 5,995 | 5,868 | (127) | |
| Total Riverfront Circulation | 20,995 | 19,245 | (1,750) | -8.34% |
| GRINTON I. WILL BRANCH | | | | |
| Adult | 23,090 | 22,311 | (779) | |
| Children's | 13,256 | 11,644 | (1,612) | |
| Total Will Circulation | 36,346 | 33,955 | (2,391) | -6.58% |
| CRESTWOOD BRANCH | | | | |
| Adult | 2,716 | 2,727 | 11 | |
| Children's | 1,094 | 1,184 | 90 | |
| Total Crestwood Circulation | 3,810 | 3,911 | 101 | 2.65% |
| E-Content (All Branches) | 7,081 | 6,011 | | |
| TOTAL CIRCULATION | | | | |
| Total Current Month | 68,232 | 63,122 | (5,110) | -7.49% |
| Total Previous Months | 685,034 | 713,106 | 28,072 | 4.10% |
| Total Year to Date | 753,266 | 776,228 | 22,962 | 3.05% |

Monthly: November 2016

ELECTRONIC USAGE COUNT

| | 2015 | 2016 |
|-------------------|------------|------------|
| Riverfront Branch | 14,345 | 12,292 |
| Will Branch | 6,145 | 6,473 |
| Crestwood Branch | <u>820</u> | <u>443</u> |
| Total | 21,310 | 19,208 |

TURNSTILE COUNT

| | 2015 | 2016 |
|--------------------|--------------|--------------|
| Riverfront Library | 33,385 | 32,302 |
| Will Branch | 32,001 | 41,530 |
| Crestwood Branch | <u>4,329</u> | <u>6,153</u> |
| Total | 69,715 | 79,985 |

LIBRARY CARD COUNT

| User Profile | Crestwood | Riverfront | Will | Total |
|--------------|--------------|---------------|---------------|---------------|
| Adult | 1,199 | 35,940 | 24,981 | 62,120 |
| Contract | 0 | 110 | 2 | 112 |
| Courtesy | 1 | 4 | 22 | 27 |
| Guest | 0 | 3 | 0 | 3 |
| Internet | 0 | 2 | 0 | 2 |
| Juvenile | 593 | 7,942 | 9,345 | 17,880 |
| Staff | 10 | 106 | 77 | 193 |
| Teen | 37 | 6,775 | 2,145 | 8,957 |
| Temp | 0 | 8 | 1 | 9 |
| | | | | 0 |
| Total | 1,840 | 50,890 | 36,573 | 89,303 |

YONKERS PUBLIC LIBRARY

REFERENCE STATISTICS November 2016

| | <u>Last Year</u> | <u>This Year</u> | <u>Dev.</u> | <u>%</u> |
|-----------------------------------|----------------------|----------------------|-------------|----------|
| RIVERFRONT LIBRARY | | | | |
| Clerical Services | 732 | 741 | 9 | |
| Reference | 1,687 | 1,938 | 251 | |
| Reader's Advisory | 2,484 | 1,945 | (539) | |
| Total Adult | 4,903 | 4,624 | (279) | |
| Children's | 965 | 455 | (510) | |
| Total | 5,868 | 5,079 | (789) | -13.45% |
| GRINTON I. WILL BRANCH | | | | |
| Adult/YA | 4,028 | 4,836 | 808 | |
| Reference/J.I.C. | 5,516 | 1,700 | (3,816) | |
| Fine Arts | 519 | 913 | 394 | |
| Total Adult | 10,063 | 7,449 | (2,614) | |
| Children's | 4,052 | 1,252 | (2,800) | |
| Total | 14,115 | 8,701 | (5,414) | -38.36% |
| CRESTWOOD BRANCH | | | | |
| Adult | 546 | 1,354 | 808 | |
| Children's | 706 | 625 | (81) | |
| Total | 1,252 | 1,979 | 727 | 58.07% |
| TOTALS | | | | |
| Current Month | 21,235 | 15,759 | (5,476) | -25.79% |
| Previous Months | 237,730 | 242,180 | 4,450 | 1.87% |
| Year to Date | 258,965 | 257,939 | (1,026) | -0.40% |

YONKERS PUBLIC LIBRARY

PERSONNEL REPORT DECEMBER 1, 2016

| <u>Element Number & Category</u> | <u>Total # of Positions</u> | <u>Positions Filled</u> | <u>Positions Vacant</u> |
|---|--|------------------------------------|------------------------------------|
| <u>7410 Administration</u> | | | |
| Professional | 2 | 2 | 0 |
| Clerical | 10 | 6 | 4 |
| <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 | 32 | 7 |
| Clerical | <u>35</u> | <u>30</u> | <u>5</u> |
| TOTAL | 106 | 89 | 17 |



Edward Falcone
Library Director

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

REGULAR LIBRARY PROGRAMS

| Date(s) | Program | Type | Attendance |
|--------------|---|------|------------|
| November | Literacy Solutions NY: Tutors | A | 116 |
| November | Literacy Solutions NY: Learning Center Use | A | 52 |
| 7 sessions | Literacy Solutions NY: Basic Classes | A | 99 |
| 7 sessions | Literacy Solutions NY: Intermediate Classes | A | 65 |
| 4 sessions | Literacy Solutions NY: Citizenship Classes | A | 46 |
| November | Read Away Your Fines | A | 94 |
| 11/1, 15, 29 | Knitting & Crocheting Workshop | A | 50 |
| 11/2 | EOC Library Tour | A | 46 |
| 8 sessions | TASC Connect | A | 24 |
| 4 sessions | Job Search Coach | A | 41 |
| 11/2 | Weight Management for the Holidays | A | 12 |
| 11/4 | English Conversation Group | A | 2 |
| 11/5 | May We Help You? YPL Portrait Exhibit Opening Reception | A | 35 |
| 11/6 | Peliculas para la familia en Espanol: Diario de Greg | A | 10 |
| 11/7 | Books Before Bedtime: My Beloved World | A | 5 |
| 11/10 | Eat Smart NY: Healthy Food That Tastes Great | A | 14 |
| 11/13 | Movie: Warcraft | A | 12 |
| 11/14 | Know The Ten Signs of Memory Loss | A | 9 |
| 11/14 | Coloring for Adults | A | 7 |
| 11/15 | Basic Housing Law Workshop | A | 56 |
| 11/16 | NYPL Library Tour | A | 18 |
| 11/17 | Riverfront Genealogy Club | A | 7 |
| 11/21 | Creative Writing Workshop | A | 11 |
| 11/22, 29 | Zumba Class | A | 22 |
| 11/26 | Movie: Teenage Mutant Ninja Turtles: Out of the Shadows | A | 10 |
| 11/26 | Rivertown String Quartet: Thanksgiving with Beethoven | A | 30 |
| November | Read Away Your Fines | Y/A | 17 |
| 11/1 | Kahoot Anime Trivia | Y/A | 8 |
| 11/2 | Garden Club | Y/A | 7 |
| 11/3, 10, 17 | Gaming Thursdays | Y/A | 51 |
| 11/15 | Money Matters! | Y/A | 23 |
| 11/22 | Fashion Design & Illustration | Y/A | 10 |
| 11/25 | Movie: X-Men | Y/A | 11 |
| 11/29 | Book Tasting: Miss Peregrine's Home for Peculiar Children | Y/A | 5 |
| November | America Reads | JUV | 305 |
| 11/1, 15, 22 | Picture Book Time | JUV | 10 |
| 11/3, 10, 17 | Toddler Time | JUV | 63 |
| 11/3, 19, 17 | Word Games: Creative Writing Club | JUV | 9 |
| 11/4, 18 | Babies and Books | JUV | 27 |
| 4 sessions | Toddler Story & Craft | JUV | 39 |
| 1/7 | Crafts for a Cause | JUV | 30 |
| 11/12 | The Tortoise and the Hare | JUV | 249 |
| 11/23 | Thanksgiving Story & Craft | JUV | 13 |

CLASS VISITS

| Date(s) | Program | Internal/External | Type | Attendance |
|-------------|---------------------------|-------------------|------|------------|
| 11/1, 9, 30 | Queen's Daughter Day Care | Internal/External | JUV | 69 |

HOMEWORK HELPER

| Date(s) | Type | Attendance |
|-------------|------|------------|
| 12 sessions | JUV | 116 |

NUMBER OF LIBRARY PROGRAMS:

98

ATTENDANCE AT LIBRARY PROGRAMS:

1,955

NON-LIBRARY PROGRAMS

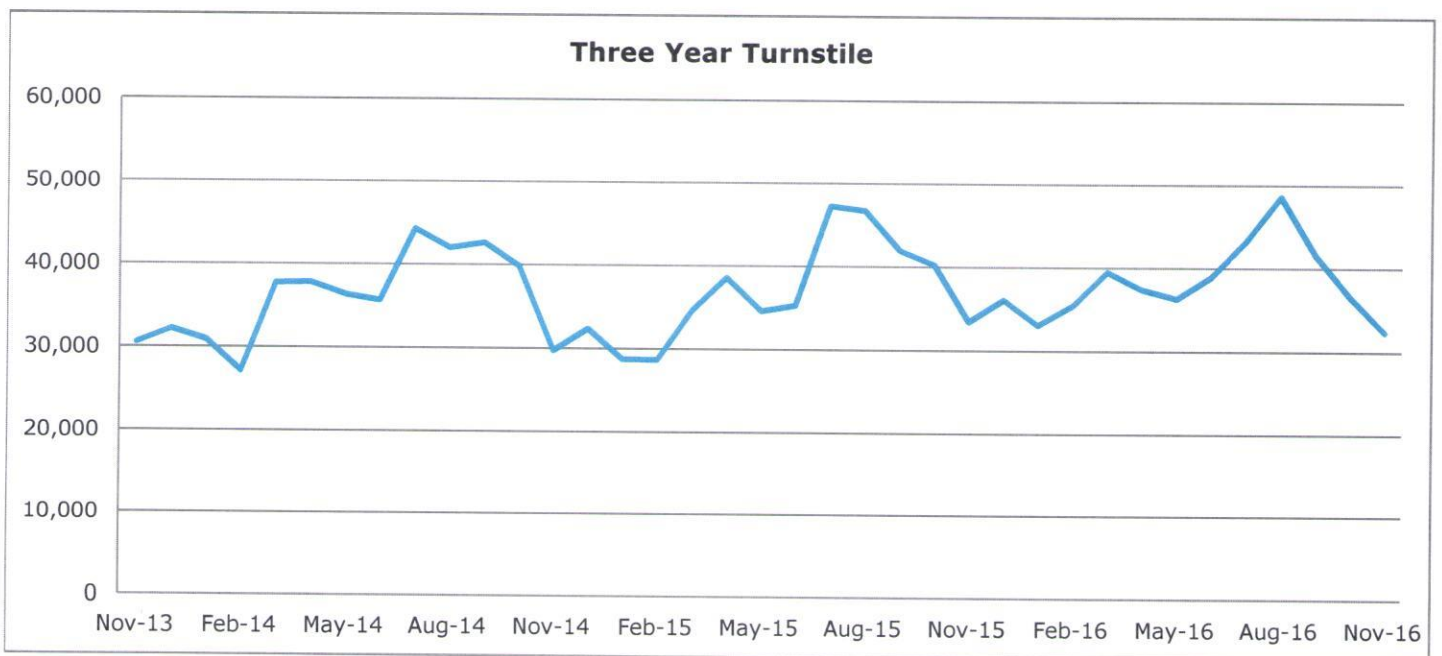
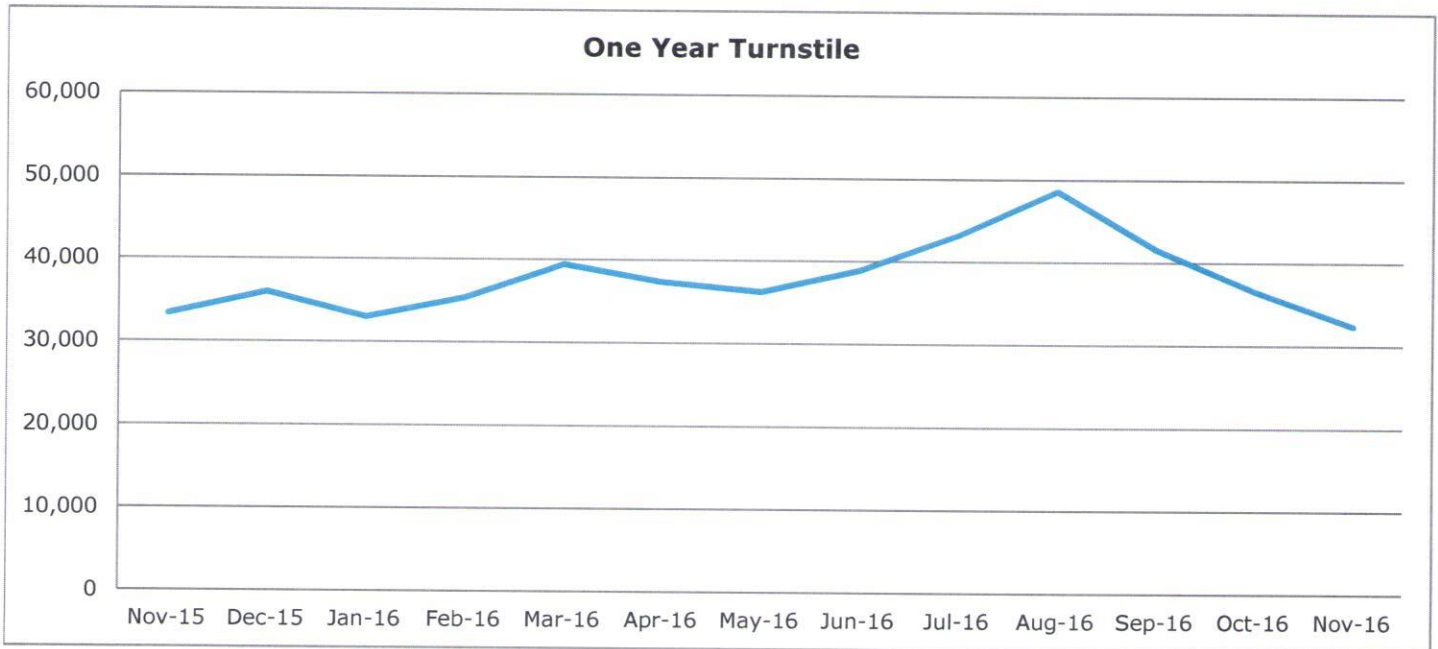
| <u>Date(s)</u> | <u>Program</u> | <u>Attendance</u> | <u>Fee</u> |
|----------------|--|-------------------|------------|
| 11/1, 3 | Holocaust & Human Rights Education Center Student Conference | 240 | \$900.00 |
| 11/1, 9 | Yonkers Partners in Education Graduation Coach Information Session | 63 | |
| 11/1 | Alzheimer's Association Caregiver Support Group | 6 | |
| 11/3 | Community Planning Council Community Conversation: Affordable Housing | 32 | |
| 11/3 | YPS-YFT Meeting | 16 | |
| 11/4 | Family Services Society of Yonkers Kinship Support Group (Spanish) | 6 | |
| 11/5, 9 | Yonkers Coalition for Youth | 60 | |
| 11/5 | Park Avenue Investment Club Meeting | 9 | |
| 11/5 | Andrus Community Services Music Workshop | 53 | |
| 11/5, 6 | Catholic Charities Day Laborers Association OSHA Training | 28 | |
| 11/7 | YPD Promotion Ceremony | 50 | |
| 11/9 | Contrafact Team Meeting | 12 | \$50.00 |
| 11/10 | YMCA Project Reach | 19 | |
| 11/12 | Community Voices Heard Meeting | 50 | |
| 11/12 | Sister to Sister International Board Meeting | 12 | |
| 11/13 | Greyston Community Garden Club: Commemorating the Discovery of Puerto Rico | 58 | |
| 11/14 | Reach Prep Information Session | 55 | |
| 11/14 | LGBTQ Advisory Board Meeting | 6 | |
| 11/15 | Avon District Meeting | 46 | \$100.00 |
| 11/15 | Yonkers Arts Meeting | 11 | |
| 11/16 | Yonkers Business Expo | 260 | |
| 11/16 | New York Public Library East Bronx Network Meeting | 15 | |
| 11/17 | Andrus Community Services Healthy Families Nutrition Group | 28 | |
| 11/17 | African American Advisory Board: Housing Information Session | 24 | |
| 11/18 | Assemblywoman Shelley Mayer: Grandparent Caregiver Speakout | 70 | |
| 11/18 | Westchester Disabled On the Move | 10 | |
| 11/19, 20 | Westchester Young Democrats Free Candidate Training | 45 | |
| 11/19 | Westchester Black Women's Political Caucus County Meeting | 20 | |
| 11/19 | Hispanic Advisory Board: Celebrando a Borinquen | 100 | |
| 11/19 | Inclusive Links Meeting | 35 | |
| 11/20 | Westchester Steelers Team Meeting | 15 | |
| 11/20 | AAA All-Stars Unity in the Community Health Fair | 100 | \$400.00 |
| 11/21 | YPS Early Childhood Education Parent Meeting | 25 | |
| 11/21 | Israelite Church of God in Jesus Christ: Revealing the Twelve Tribes of Israel | 7 | |
| 11/22 | Community Planning Council Board Meeting | 14 | |
| 11/22 | YPS Martin Luther King Jr Middle School Film: Before the Flood | 106 | |
| 11/26 | Fit Club Health & Fitness Program | 75 | \$150.00 |
| 11/26 | Book Signing: Vulnerable: Stepping Out Beyond the Fear by Paula Montgomery | 12 | \$25.00 |
| 11/27 | Hope & Love Book Club | 6 | |
| 11/28 | After School ESL Community Tutoring | 20 | |
| 11/28 | Andrus Community Services Early Childhood Parent Workshop | 10 | |
| 11/29 | Community Planning Council Community Conversation: Legislative Forum | 27 | |
| 11/30 | VOCAL NY Westchester Action Meeting | 25 | |

ATTENDANCE AT NON-LIBRARY PROGRAMS: 1,881

GRAND TOTAL PROGRAM ATTENDANCE 3,836

Electronic Use Count

| | |
|--|---------------|
| | <u>Count</u> |
| PC Sign Up | 12,129 |
| 23 English-speaking Computer Classes | 152 |
| 5 Spanish-speaking Computer Classes | 11 |
| TOTAL ELECTRONIC USE COUNT: | 12,292 |
| RIVERFRONT LIBRARY TURNSTILE COUNT: | 32,302 |



| Room | # Events | Hours | Utilization |
|----------------------------|-----------------|--------------|--------------------|
| Arts & Crafts Room | 21 | 46.50 | 18.67% |
| Auditorium | 4 | 12.25 | 4.92% |
| Auditorium and Event Space | 8 | 31.50 | 12.65% |
| Board Room | 10 | 36.25 | 14.56% |
| Community Room A | 6 | 13.50 | 5.42% |
| Community Room A & B | 17 | 49.00 | 19.68% |
| Community Room B | 4 | 11.00 | 4.42% |
| Event Space | 0 | 0.00 | 0.00% |
| Learning Lab | 27 | 50.75 | 20.38% |
| Maker Lab | 6 | 14.50 | 5.82% |
| Media Lab | 0 | 0.00 | 0.00% |
| Riverfront Art Gallery | 0 | 0.00 | 0.00% |
| Room 1 | 4 | 8.00 | 3.21% |
| Room 2B | 21 | 47.25 | 18.98% |
| Room 3 | 0 | 0.00 | 0.00% |
| Room 4A | 0 | 0.00 | 0.00% |
| Room 4B | 9 | 17.50 | 7.03% |
| Small People's Place | 30 | 63.00 | 25.30% |
| Table Space 1 | 19 | 71.00 | 28.51% |
| Tech Central | 9 | 28.50 | 11.45% |
| Third Floor Computer Lab | 3 | 5.00 | 2.01% |
| Yonkers Room | 17 | 58.00 | 23.29% |
| Young Adult Room | 6 | 18.00 | 7.23% |

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

**Yonkers Public Library
Grinton I. Will Branch
Activities Report - November 2016**

REGULAR LIBRARY PROGRAMS

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|---------------------------|---|-------------|-------------------|
| 11/1,7,14,15,21,22, & 28 | Nursery Rhyme Time | Juv | 199 |
| 11/2,3,9,10,16,17,23 & 30 | Mother Goose Time | Juv | 215 |
| 11/2 | Chess | Juv | 18 |
| 11/4 | Lego Club | Juv | 32 |
| 11/4,18 & 25 | Baby Time | Juv | 71 |
| 11/9 | Native American Story and Craft | Juv | 27 |
| 11/17 | Harry Potter Magical Creatures | Juv | 24 |
| 11/19 | Saturday Story Time | Juv | 13 |
| 11/25 | Feature Film-Finding Dory | Juv | 77 |
| 11/28 | Bead Making | Juv | 20 |
| 11/1,3,10,15,17,22 & 29 | Senior Benefit Information Center | Adult | 57 |
| 11/1,15 & 29 | Crochet Club | Adult | 30 |
| 11/3,10 & 17 | Bridge Club | Adult | 48 |
| 11/3,10 & 16 | WEBS Career Counseling | Adult | 30 |
| 11/4 & 18 | Let's Get Together for the Fun of It | Adult | 13 |
| 11/5 | Friends of YPL Book Sale | Adult | 675 |
| 11/6 | An Afternoon with Music-Friends of YPL | Adult | 125 |
| 11/10 | Movie of the Month-Captain Fantastic | Adult | 42 |
| 11/13 | Sunday Afternoon Jazz-Friends of YPL | Adult | 37 |
| 11/14 & 28 | Sing Memorable Songs | Adult | 85 |
| 11/19 | M & M Productions-The Last Romance | Adult | 127 |
| 11/19 | Feature Film-Double Indemnity | Adult | 14 |
| 11/22 | Art Film Series-Glassland | Adult | 23 |
| 11/28 | TASC | Adult | 5 |
| 11/29 | Will Book Club w/Laurie Antash | Adult | 20 |
| 11/1 | Tuesday Game Challenge | YA | 20 |
| 11/2,9,16,23 & 30 | Coloring for Teens | YA | 19 |
| 11/3 & 10 | Teen Tech | YA | 10 |
| 11/4,18 & 25 | Brain Breaker | YA | 11 |
| 11/7,14,21 & 28 | Board Game Challenge | YA | 20 |
| 11/19 | YA Book Club | YA | 7 |
| 11/19 | Teen Advisory | YA | 7 |
| 18 Sessions | Electronic Games | YA | 153 |
| 18 Sessions | YA Groups eg. AHRC, Another Step, Day Break | YA | 585 |

CLASS VISITS

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|-----------------|----------------|-------------|-------------------|
| 11/2,3,16, & 17 | PS 31 | Juv | 45 |
| 11/18 | Montessori 31 | Juv | 19 |

HOMEWORK HELPER

| <u>Date(s)</u> | <u>Program</u> | <u>Type</u> | <u>Attendance</u> |
|----------------|----------------|-------------|-------------------|
| 15 Sessions | | Juv | 118 |

NUMBER OF LIBRARY PROGRAMS

127

ATTENDANCE AT LIBRARY PROGRAMS:

3,041

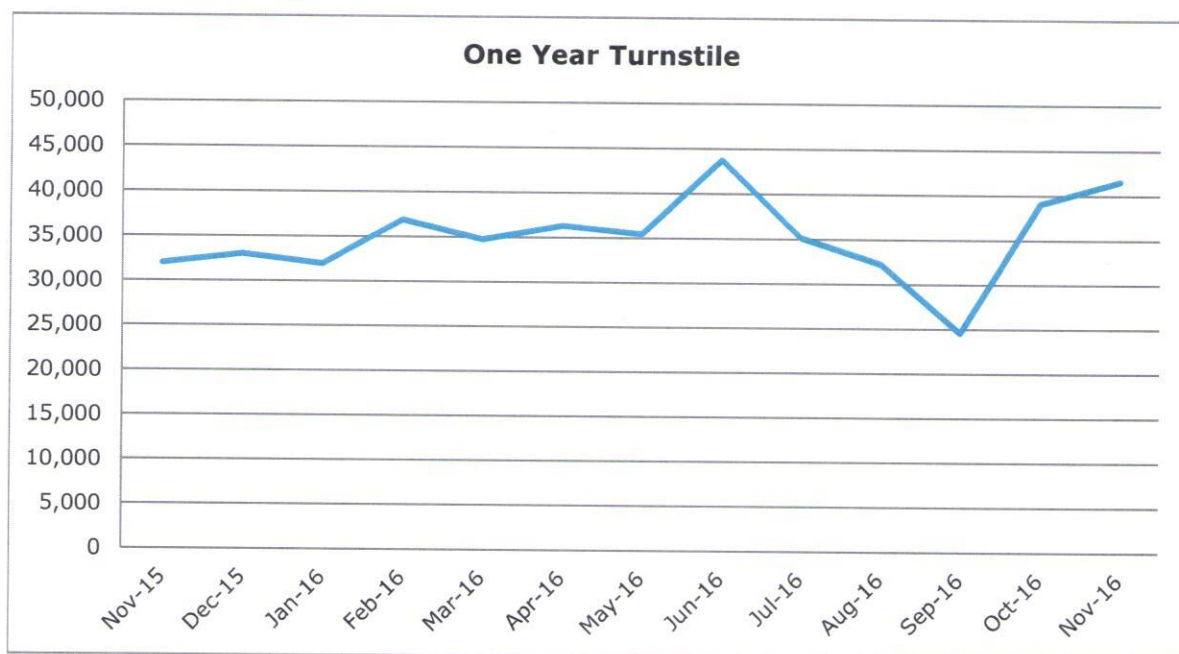
NON-LIBRARY PROGRAMS

| <u>Date(s)</u> | <u>Program</u> | <u>Attendance</u> | <u>Fee</u> |
|----------------|------------------------------------|-------------------|------------|
| 11/1 | National Letter Carriers | 65 | |
| 11/2 | UFO Roundtable | 22 | |
| 11/2 & 17 | Yonkers Historical Society | 15 | |
| 11/3,10 & 17 | POP's Band | 30 | |
| 11/5 | Teacher Center | 25 | |
| 11/6 & 27 | Alpha Beta Kappa | 15 | |
| 11/7 | UFT Retired Teachers | 30 | 100 |
| 11/7 | Yonkers Municipal Housing | 50 | |
| 11/7 | Yonkers Jewish Council | 25 | |
| 11/7 | Writers' Workshop | 10 | |
| 11/9 | Yonkers Democratic Club | 17 | |
| 11/9 | Toastmaster's | 15 | |
| 11/9 | SEIU | 25 | |
| 11/9 | Book Discussion w/Lindsay Baker | 5 | |
| 11/10 | Yonkers Philharmonic | 12 | |
| 11/12 | Driver's Safety Program | 24 | \$50 |
| 11/12 | NAMI | 10 | |
| 11/13 | American Irish Association | 15 | |
| 11/13 | Amateur Radio Club | 12 | |
| 11/14 | La Leche League of Yonkers | 6 | |
| 11/14 | City of Yonkers Interfaith Service | 10 | |
| 11/15 | Chaminade | 55 | \$100 |
| 11/15 | AARP | 25 | |
| 11/16 | Day Break | 75 | |
| 11/16 | Midland Owners' | 125 | \$250 |
| 11/16 | Housing Action Council | 25 | |
| 11/17 | Venture Realty | 35 | \$50 |
| 11/19 | TAIW Driving Program | 20 | \$50 |
| 11/20 | Ahmadiyya Muslim Community | 20 | |
| 11/21 | Bryn Mawr Coop | 125 | |
| 11/26 | Empire Safety Driving Program | 30 | \$50 |
| 11/28 | Prime Locations | 70 | \$250 |
| 11/28 | Green Tree Condo | 35 | \$50 |
| 11/28 | Bronxville Paranormal Society | 5 | |
| 11/29 | Palmer Towers | 30 | \$50 |
| 11/30 | Sterling Properties | 26 | \$35 |
| 18 Sessions | Little Lernalers-Parks Dept. | 430 | |
| 18 Sessions | Senior Center-Yonkers Park Dept | 375 | |

ATTENDANCE AT NON-LIBRARY PROGRAMS: 1,944
GRAND TOTAL PROGRAM ATTENDANCE 4,985

PC Sign Up 6,383
12 computer classes 90
TOTAL ELECTRONIC USE COUNT: 6,473

Will Library Turnstile Count 41,530



| Room | Hours | Utilization |
|-----------------|-------|-------------|
| Auditorium | 70.5 | 23.50% |
| Children's Room | | |
| Meeting Room | 33 | 11.00% |
| Projection Room | 120 | 40.00% |
| Sen. Flynn Room | 52.25 | 17.42% |
| Story Room | 63.83 | 21.28% |

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

**Yonkers Public Library
Crestwood Branch
ACTIVITIES REPORT - NOVEMBER 2016**

REGULAR LIBRARY PROGRAMS

| # of sessions | Program | Type | Attendance |
|---------------|--|------|------------|
| 3 sessions | Tech Drop-In | A | 39 |
| 2 sessions | Sing Memorable Songs | A | 22 |
| 3 sessions | News & Brews | A | 63 |
| 3 sessions | PC Cruzin' | A | 21 |
| 11 sessions | Help Desks | A | 13 |
| 2 sessions | Art with Michael | A | 12 |
| 4 sessions | Color @Crestwood | A | 42 |
| 2 sessions | Non-pretzel Yoga for Adults | A | 20 |
| 4 sessions | Bronx Center Visits | A | 40 |
| 1 session | Crestwood Reiki Experience | A | 8 |
| 1 session | Email for Beginners | A | 3 |
| 1 session | Advanced Email Tips & Tricks | A | 7 |
| 4 sessions | Mahjong for Seniors | A | 30 |
| 1 session | Downloading Ebooks: Tech Drop-In | A | 9 |
| 1 session | YPL Website Demo | A | 69 |
| 1 session | Flipster Demo | A | 49 |
| 1 session | Crestwood Book Club | A | 12 |
| 1 session | Yonkers on the Move: A Moving Experience | A | 23 |
| 1 session | Thanksgiving Smoothies | A | 36 |
| 1 session | Crafts for a Cause | A | 89 |
| 2 sessions | Saturday Storytime | JUV | 40 |
| 1 session | Pawsitive Tails | JUV | 26 |
| 1 session | Harry Potter's Fantastic Beasts | JUV | 22 |
| 1 session | Native American Heritage Month Story & Craft | JUV | 10 |
| 10 sessions | Music & Merriment (9:30 & 11am) | JUV | 494 |
| 3 sessions | Crestwood Cinema | JUV | 58 |
| 1 session | Teen Readers: Book Group | YA | 11 |
| 4 sessions | Teen Tuesdays | YA | 33 |
| 1 session | Book Buzz | YA | 62 |
| 1 session | VOLUNTEENS | YA | 13 |

HOMEWORK HELPER

| Date(s) | Type | Attendance |
|---------|------|------------|
| N/A | | N/A |

NUMBER OF LIBRARY PROGRAMS:

73

ATTENDANCE AT LIBRARY PROGRAMS:

1,376

NON-LIBRARY PROGRAMS:

| Date(s) | Program | Fee | Attendance |
|---------------|---|-----|------------|
| 8 sessions | Parks Dept. Senior Group #16 | N/A | 89 |
| 11/16 | Friends of Crestwood Library Board Meeting | N/A | 6 |
| 11/18 & 11/19 | Friends of Crestwood Library Bake, Book, & DVD Sale | N/A | 268 |
| 11/12 | Crestwood Historical Society Annual Meeting | N/A | 62 |

ATTENDANCE AT NON-LIBRARY PROGRAMS:

0

425

GRAND TOTAL PROGRAM ATTENDANCE:

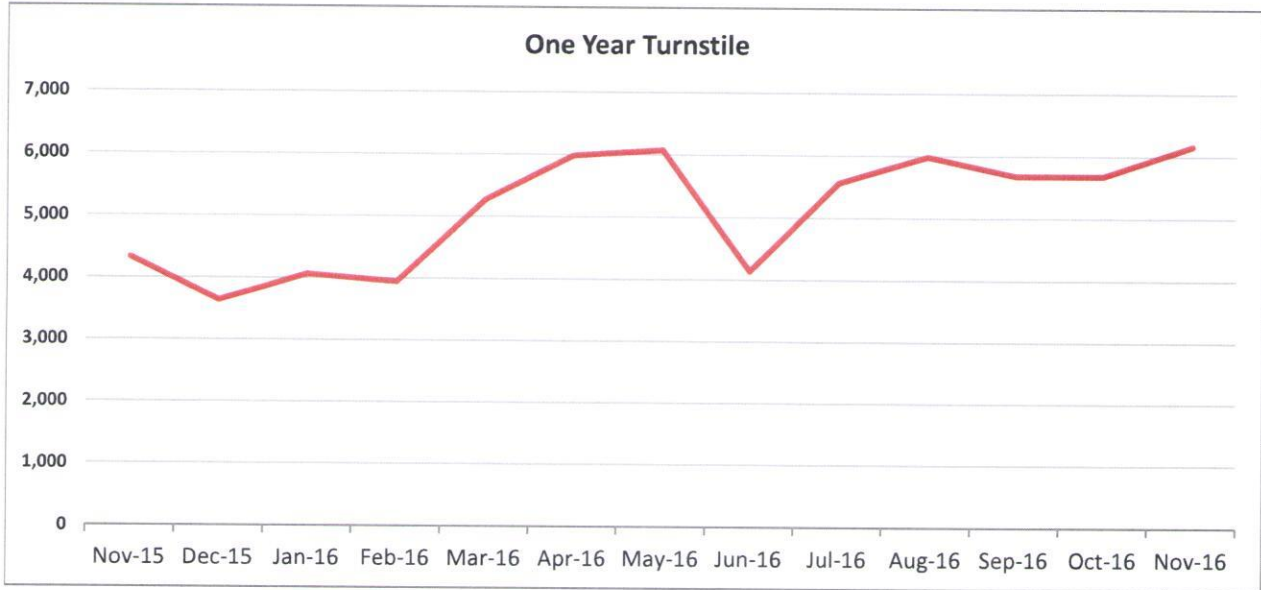
1,801

Electronic Use Count

| | |
|--|-------|
| PC Sign Up | Count |
| | 233 |
| 23 Computer Events- Classes/workshops/drop-ins/help desk | 210 |

TOTAL ELECTRONIC USE COUNT: 443

CRESTWOOD LIBRARY TURNSTILE COUNT: 6,153



| Room | # Events | Hours | Utilization |
|---------------------|----------|-------|-------------|
| Adult Computer Area | 26 | 42 | 24.07% |
| Children's Room | 42 | 89 | 51.00% |
| Reading Room | 11 | 20 | 11.46% |
| Teen Corner | 6 | 22 | 12.61% |
| | 85 | 173 | |

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

BOOK STOCK

For the Month of NOVEMBER 2016

| RIVERFRONT LIBRARY | 2016 | 2015 |
|---|----------------|----------------|
| Number of volumes at end of previous month | 159,301 | |
| Number of volumes added this month | 664 | |
| TOTAL | 159,965 | |
| Number of volumes lost/withdrawn this month | 292 | |
| TOTAL VOLUMES RIVERFRONT LIBRARY | 159,673 | 156,229 |

| GRINTON I. WILL BRANCH | | |
|---|----------------|----------------|
| Number of volumes at end of previous month | 151,818 | |
| Number of volumes added this month | 777 | |
| TOTAL | 152,595 | |
| Number of volumes lost/withdrawn this month | 1,273 | |
| TOTAL VOLUMES GRINTON I. WILL BRANCH | 151,322 | 154,688 |

| CRESTWOOD BRANCH | | |
|---|---------------|---------------|
| Number of volumes at end of previous month | 21,030 | |
| Number of volumes added this month | 110 | |
| TOTAL | 21,140 | |
| Number of volumes lost/withdrawn this month | 23 | |
| TOTAL CRESTWOOD BRANCH | 21,117 | 24,052 |

| | | |
|--|----------------|----------------|
| TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY | 332,112 | 334,969 |
|--|----------------|----------------|

PROPOSED REVISED POLICY ON BEHAVIOR IN THE CHILDREN'S ROOMS

We are beginning a review of the YPL policy manual, and occasionally we will be recommending revisions, deletions or additions to it. This month, we propose to combine two related policies into one document. Policy II.A.1 restricts use of designated children's spaces to children and their caregivers. Policy II.A.2 outlines proper behavior in those spaces and the steps we take in handling unattended children. We are simply adding the language in the first policy to the end of the second one. The two current policies are on the reverse side, and the proposed combined policy is printed below:

The Yonkers Public Library welcomes children and their caregivers to all of our facilities and programs. Please help us make the library a safe and fun place to visit by following these simple rules:

- Children aged 8 or younger must be supervised by a caregiver who can attend to the child's safety and good behavior.
- If an unattended child is found in the library, the staff will attempt to find the child's parent or guardian. If the staff cannot locate him/her, law enforcement or Child Protective Services officials may be notified. At closing time, these officials will be notified.
- When school is in session, school-aged children will only be permitted in the library if they have written permission from their parent/guardian or from their school.
- The Children's Room is intended for children and their caregivers only. The Library reserves the right to ask adults neither using children's materials nor assisting children to move to other areas of the building.
- Please respect the rights of others: keep your voices low, don't play rough, and leave food and drinks outside.

Policy on Use of Children's Departments

The Children's Departments of the Yonkers Public Library are designed primarily for use by children and/or their parents or guardians. The Library reserves the right to ask adults neither using children's materials nor assisting children to move to adult areas of the Library.

Adopted by the Library Board of Trustees
March 14, 1990

YONKERS PUBLIC LIBRARY

Section II.A.2.
BEHAVIOR IN THE CHILDREN'S ROOM
March 2007

The Yonkers Public Library welcomes children to all of our facilities and programs. Please help us make the library a safe and fun place to visit by following these simple rules:

- Children aged 8 or younger must be supervised by a caregiver who can attend to the child's safety and good behavior.
- If an unattended child is found in the library, the staff will attempt to find the child's parent or guardian. If the staff cannot locate him/her, law enforcement or Child Protective Services officials may be notified. At closing time, these officials will be notified.
- When school is in session, school-aged children will only be permitted in the library if they have written permission from their parent/guardian or from their school.
- The Children's Room is intended for children and their caregivers only.
- Please respect the rights of others: keep your voices low, don't play rough, and leave food and drinks outside.

Adopted by the Board of Trustees
March 15, 2007

Yonkers Public Library

Bill List November 2016

| Vendor Name | Description | Date | Amount |
|----------------------------|--------------------------|-------------|------------------|
| CAPITAL FUNDS | | | |
| BAKER & TAYLOR | MATERIALS | 11/18/2016 | 23,104.10 |
| TOTAL | | | 23,104.10 |
| CONTRIBUTIONS FUNDS | | | |
| BELLA VISTA DELI | BOARD MEETING 11/17/2016 | 11/23/2016 | 200.00 |
| NEIDER, BRANDON | NYLA ANNUAL CONFERENCE | 11/23/2016 | 750.00 |
| SIEGAL, MARTIN | HOMEWORK HELPER | 11/14/2016 | 575.00 |
| TILSON, ANDREA | HOMEWORK HELPER | 11/23/2016 | 450.00 |
| VERIZON | ACCOUNT CLEARANCE | 11/17/2016 | 132.53 |
| W. B. MASON | TRAC PRINTING PAPER | 11/14/2016 | 349.90 |
| WALSH, MICHAEL | NYLA ANNUAL CONFERENCE | 11/23/2016 | 584.97 |
| ZABRISKIE, CHRISTIAN | NYLA ANNUAL CONFERENCE | 11/23/2016 | 488.16 |
| TOTAL | | | 3,530.56 |

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 November 2016

| Date | Num | Memo | Amount |
|--------------------------------|-------------------|----------------------------------|----------|
| Abbey Ice | | | |
| 11/03/2016 | 27399 | Spring Water | 59.50 |
| 11/16/2016 | 27398 | Spring Water | 92.00 |
| 11/18/2016 | 158688 | Spring Water | 33.00 |
| 11/18/2016 | 158783 | Spring Water | 47.25 |
| 11/18/2016 | 158802 | Spring Water | 94.50 |
| 11/29/2016 | 28817 | Spring Water | 105.00 |
| 11/29/2016 | 28819 | Spring Water | 55.90 |
| Total Abbey Ice | | | 487.15 |
| Acevedo, Albert | | | |
| 11/03/2016 | 1 | 3D Printing Classes-Tech Central | 60.00 |
| Total Acevedo, Albert | | | 60.00 |
| Amazon.com | | | |
| 11/29/2016 | 810312096nov16 | Dvd's | 4,741.65 |
| 11/29/2016 | 810312096nov16 | Dvd's | 130.04 |
| Total Amazon.com | | | 4,871.69 |
| Associated Bag Company | | | |
| 11/29/2016 | d55819 | Bags | 1,923.90 |
| Total Associated Bag Company | | | 1,923.90 |
| B & H Photo | | | |
| 11/16/2016 | 116350259 | Film to Digital Converter | 137.15 |
| Total B & H Photo | | | 137.15 |
| Baker & Taylor | | | |
| 11/29/2016 | oct-16 | Materials | 2,994.95 |
| Total Baker & Taylor | | | 2,994.95 |
| Barnes & Noble | | | |
| 11/03/2016 | 3323172 | Materials | 243.71 |
| Total Barnes & Noble | | | 243.71 |
| Beauty Within Cosmetics | | | |
| 11/16/2016 | 1 | Program-Summer Teen Kick-Off | 125.00 |
| Total Beauty Within Cosmetics | | | 125.00 |
| Cablevision Lightpath | | | |
| 11/18/2016 | 20514087 | Phones | 3,545.64 |
| 11/18/2016 | 20523119 | Internet | 5,234.75 |
| Total Cablevision Lightpath | | | 8,780.39 |
| Cablevision Optimum | | | |
| 11/03/2016 | 078035444nov16 | Cable Box | 12.18 |
| 11/18/2016 | 078030655546nov16 | Cable Box | 6.09 |
| Total Cablevision Optimum | | | 18.27 |
| Capirchio, Biagio | | | |
| 11/16/2016 | 103116 | Reimbursement-Parking | 51.00 |
| Total Capirchio, Biagio | | | 51.00 |
| Cavendish Square | | | |
| 11/03/2016 | 3026398 | Materials | 237.05 |
| Total Cavendish Square | | | 237.05 |
| Cengage Learning | | | |
| 11/03/2016 | 59221478 | Materials | 27.19 |
| 11/18/2016 | 59296366 | Materials | 231.12 |
| Total Cengage Learning | | | 258.31 |
| Citadel Pest Control | | | |
| 11/03/2016 | 2979 | Pest Control | 200.00 |
| 11/29/2016 | 2901 | Pest Control | 200.00 |
| Total Citadel Pest Control | | | 400.00 |
| City Of Yonkers | | | |

4:20 PM
 12/05/16
 Accrual Basis

YONKERS PUBLIC LIBRARY BILL LIST - OPERATING ACCOUNT November 2016

| Date | Num | Memo | Amount |
|----------------------------------|---------------|--------------------------------|-----------|
| 11/04/2016 | 10216 | Background Checks | 1,558.00 |
| 11/04/2016 | November 2016 | Rent-November 2016 | 62,500.00 |
| Total City Of Yonkers | | | 64,058.00 |
| Con Edison | | | |
| 11/16/2016 | 102716 | Gas-Will | 153.60 |
| Total Con Edison | | | 153.60 |
| Crown Janitorial | | | |
| 11/16/2016 | 373792-1 | Janitorial Supplies | 3,179.78 |
| 11/16/2016 | 373792-2 | Janitorial Supplies | 120.88 |
| Total Crown Janitorial | | | 3,300.66 |
| Cruz, Aurora | | | |
| 11/29/2016 | 112116 | Reimbursement-Program | 63.84 |
| Total Cruz, Aurora | | | 63.84 |
| Demco | | | |
| 11/29/2016 | 6005993 | Library Supplies | 182.16 |
| Total Demco | | | 182.16 |
| DeWaters, Alice | | | |
| 11/03/2016 | 102416 | Reimbursement-Program | 32.97 |
| Total DeWaters, Alice | | | 32.97 |
| Ebsco | | | |
| 11/03/2016 | cr0013418 | Materials | -77.41 |
| 11/03/2016 | 0030240 | Materials | 488.63 |
| 11/29/2016 | 0097550 | Materials | 94.34 |
| 11/29/2016 | 0097551 | Materials | 94.34 |
| Total Ebsco | | | 599.90 |
| Gantzer, Ana | | | |
| 11/29/2016 | 111416 | Reimbursement-Program | 37.84 |
| Total Gantzer, Ana | | | 37.84 |
| GovConnection | | | |
| 11/03/2016 | 54240865 | Computer Supplies | 383.72 |
| 11/03/2016 | 54240915 | Computer Supplies | 364.69 |
| 11/03/2016 | 54240917 | Computer Supplies | 333.32 |
| Total GovConnection | | | 1,081.73 |
| Grand, Neil | | | |
| 11/03/2016 | 2 | Excel Classes-Tech Central | 60.00 |
| Total Grand, Neil | | | 60.00 |
| Gruppuso | | | |
| 11/29/2016 | 16-441 | Repairs | 151.00 |
| Total Gruppuso | | | 151.00 |
| Home Depot Credit Service | | | |
| 11/03/2016 | 7140176 | Lumber | 39.98 |
| Total Home Depot Credit Service | | | 39.98 |
| Infogroup | | | |
| 11/16/2016 | 1000350844 | Subscription | 3,300.00 |
| Total Infogroup | | | 3,300.00 |
| Information Today | | | |
| 11/29/2016 | 1621535-b1 | Materials | 809.06 |
| Total Information Today | | | 809.06 |
| Keane & Beane | | | |
| 11/29/2016 | 20020 | Legal Fees | 52.50 |
| Total Keane & Beane | | | 52.50 |
| Kitt, Sandra | | | |
| 11/29/2016 | 112116 | Program-Living A Creative Life | 50.00 |

4:20 PM
 12/05/16
 Accrual Basis

YONKERS PUBLIC LIBRARY BILL LIST - OPERATING ACCOUNT November 2016

| Date | Num | Memo | Amount |
|---------------------------------|-----------|-------------------------------|-----------|
| Total Kitt, Sandra | | | 50.00 |
| Lawyers Diary and Manual | | | |
| 11/29/2016 | 550837522 | Materials | 105.00 |
| Total Lawyers Diary and Manual | | | 105.00 |
| Lectorum Publications | | | |
| 11/03/2016 | 758773 | Materials | 236.79 |
| Total Lectorum Publications | | | 236.79 |
| Lloyd, Joan | | | |
| 11/29/2016 | 111316 | Program-Jewelry Making | 100.00 |
| Total Lloyd, Joan | | | 100.00 |
| Midwest Tape | | | |
| 11/03/2016 | 944106733 | Materials | 47.96 |
| 11/03/2016 | 94410675 | Materials | 95.96 |
| 11/03/2016 | 94410676 | Materials | 34.36 |
| 11/03/2016 | 94440465 | Materials | 35.97 |
| 11/03/2016 | 94440467 | Materials | 17.58 |
| 11/03/2016 | 94440468 | Materials | 83.93 |
| 11/29/2016 | 94453328 | Materials | 45.98 |
| 11/29/2016 | 94504395 | Materials | 59.98 |
| 11/29/2016 | 94504396 | Materials | 7.99 |
| 11/29/2016 | 94504397 | Materials | 321.40 |
| Total Midwest Tape | | | 751.11 |
| Norman, Miriam | | | |
| 11/29/2016 | 034 | Knitting Instructor | 100.00 |
| Total Norman, Miriam | | | 100.00 |
| North State Mechanical | | | |
| 11/18/2016 | 03964 | A/C Shutdown-Heating Start-Up | 6,957.00 |
| Total North State Mechanical | | | 6,957.00 |
| Paraclete Press | | | |
| 11/18/2016 | 11623 | Materials | 104.83 |
| Total Paraclete Press | | | 104.83 |
| Platt, Daphne | | | |
| 11/18/2016 | 10416 | Program-Dance | 125.00 |
| Total Platt, Daphne | | | 125.00 |
| Preferred Business | | | |
| 11/16/2016 | 95600 | Business Cards-A. Cruz | 164.70 |
| Total Preferred Business | | | 164.70 |
| Proquest | | | |
| 11/03/2016 | 61245105 | Subscription | 15,477.50 |
| Total Proquest | | | 15,477.50 |
| Quill Corp. | | | |
| 11/03/2016 | 1269481 | Flag | 249.99 |
| 11/18/2016 | 1546977 | Office Supplies | 136.43 |
| Total Quill Corp. | | | 386.42 |
| Recorded Books | | | |
| 11/03/2016 | 75406319 | Materials | 41.60 |
| 11/03/2016 | 75424506 | Materials | 41.60 |
| Total Recorded Books | | | 83.20 |
| Robison, Mary | | | |
| 11/18/2016 | 111016 | Reimbursement-Program | 10.87 |
| Total Robison, Mary | | | 10.87 |
| S & S Worldwide | | | |
| 11/16/2016 | 9354161 | Program Supplies | 101.13 |

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 November 2016

| Date | Num | Memo | Amount |
|---------------------------------|-----------------|---|-------------------|
| Total S & S Worldwide | | | 101.13 |
| Safeguard Lock & Key | | | |
| 11/03/2016 | 4012 | Keys | 19.00 |
| 11/16/2016 | 4029 | Keys | 19.00 |
| Total Safeguard Lock & Key | | | 38.00 |
| Schall Hardware | | | |
| 11/03/2016 | 14482 | Hardware Supplies | 526.44 |
| Total Schall Hardware | | | 526.44 |
| Stanley Convergent | | | |
| 11/16/2016 | 14013599 | Monitoring & Maintenance-Riv | 707.07 |
| 11/16/2016 | 14017717 | Monitoring & Maintenance-Will and Crest | 638.21 |
| Total Stanley Convergent | | | 1,345.28 |
| United Overhead Door | | | |
| 11/18/2016 | s150834-149562 | Repairs | 352.54 |
| Total United Overhead Door | | | 352.54 |
| Verizon | | | |
| 11/03/2016 | 9143372191oct16 | Phones/Alarms | 180.17 |
| 11/03/2016 | 9143373015oct16 | Phones/Alarms | 51.62 |
| 11/03/2016 | 9147931065nov16 | Phones/Alarms | 55.88 |
| 11/18/2016 | 9144109274nov16 | Phones/Alarms | 287.67 |
| Total Verizon | | | 287.67 |
| Verizon Wireless | | | |
| 11/18/2016 | 9774201271 | Cell Phones | 0.00 |
| 11/29/2016 | 9775118946 | Cell Phones | 131.22 |
| Total Verizon Wireless | | | 131.22 |
| WB Mason | | | |
| 11/03/2016 | I38703446 | Office Supplies | 27.06 |
| 11/18/2016 | cr3642247 | Office Supplies | -28.20 |
| 11/18/2016 | I39091755 | Office Supplies | 1,443.31 |
| 11/18/2016 | I39129974 | Office Supplies | 11.33 |
| 11/18/2016 | I39171176 | Office Supplies | 111.82 |
| 11/18/2016 | I39180067 | Office Supplies | 28.20 |
| Total WB Mason | | | 1,593.52 |
| Xerox | | | |
| 11/03/2016 | 086670604 | Maintenance Copier | 95.00 |
| Total Xerox | | | 95.00 |
| TOTAL | | | 123,635.03 |