

**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
RIVERFRONT LIBRARY
March 16, 2017**

MINUTES

[ACTION ITEM]

Approve Minutes of Board Meeting of February 28, 2017.

PRESENTATION BY RUSSELL MARTINEZ, SUPERVISOR OF CUSTODIANS

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEMS]

Ratify the following appointments:

Clara Olaya, P/T Page, \$10.00/hr., effective 3/4/17

Christine Bitetti/(Permanent) Technology Instruction Coordinator,
\$60,011, effective 3/10/17

COMMITTEE REPORTS

Finance, Budget & Planning Maron, Jannetti*

Employee Relations Maron, Greenwald*

Buildings & Grounds Maron, Buckley*, Santana, Touba

Fundraising & Development

Maron, Santana*, Buckley, Touba,
Greenwald

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #777

UNFINISHED BUSINESS

NEW BUSINESS

**NEXT BOARD MEETING DATE: Thursday, April 20, 2017, Grinton I. Will
Branch**

YONKERS PUBLIC LIBRARY
BOARD MEETING
GRINTON I. WILL BRANCH
February 28, 2017

ATTENDANCE

TRUSTEES:	Nancy Maron Derrick Touba Stephen Jannetti Gregory D. Arcaro Hon. Hal B. Greenwald
GUEST:	Russell Davidson, Architect, KG&D
LIBRARY DIRECTOR:	Edward Falcone
DEPUTY DIRECTOR:	Susan Thaler
INTERIM BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	Sarah McAllister
YONKERS REPRESENTATIVE ON THE WLS BOARD OF TRUSTEES:	Mary Amato
UNION REPRESENTATIVE:	None

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 January 26, 2017.

Architect Russell Davidson from KG&D discussed with Board members the bids which were submitted, the process in making a bid selection, and then how to arrive at a decision to begin the construction process for the Will Façade project.

On motion by Tr. Jannetti, seconded and approved, with Tr. Arcaro abstaining, the Board agreed to award the project to Milcon Construction Corp. pending negotiations of contract and appropriate contingencies subject to final negotiations by the architect, not to exceed \$1,990,000.

DIRECTOR AND DEPUTY DIRECTOR MANAGEMENT REPORT

Director Falcone told Board members that the City of Yonkers said that they will no longer cover the Library's liability insurance. Business Manager Presedo will be investigating quotes from different insurance companies.

Director Falcone advised Board members that the City's Annual Budget meeting was rescheduled to March 8th.

The Library and Yonkers Public Schools administrators are still working to come up with a solution regarding a library card distribution plan for students.

Director Falcone said that we are in the process of obtaining museum passes for the Library.

Element Architects will do a feasibility study on accessibility at the Crestwood Branch. Director Falcone also told Board members that the Library is working with the COY Engineering Department to review proposals for engineering studies from several firms in preparation for the boiler replacement project at Grinton I. Will Branch.

UNION REPRESENTATIVE'S REPORT – None

WLS REPORT – WLS Representative Mary Amato said that Advocacy Day Will be March 1 in Albany. Westchester County approved \$1,000,000 in funding for WLS and New York State wants a 4% cut in library aid and \$5,000,000 cut in library construction. National Book Week will be celebrated on April 7th at the Doral Arrowwood featuring speaker Regina Calcaterra.

PERSONNEL REPORT

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

Jose Velez, Part-time Page, \$11.00/hr., effective 2/4/17
Jose Rivera, Part-time Page, \$11.00/hr., effective 2/11/17
Mbanefo Frank Iwuchukwu, Personal Computer Tech. I, \$58,057/yr.,
effective 3/3/17.

The Board acknowledged the following retirement:
Laura Moore, Clerk I, \$42,222/hr., effective 2/27/17

The Board acknowledged the following termination:
Domenica Giordano, P/T Page, \$11.00/hr., effective 2/18/17

COMMITTEE REPORTS

Finance, Budget & Planning: Maron, Jannetti

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved rolling over the following certificates:

3/7/2017 Rita G. Murphy Memorial Fund 10 mo. CD, Trustco Bank,
\$5,463.75, 0.95%
John Jutkowitz Theater Fund, 13 mo. CD, Trustco Bank,
\$10,550.20, 1.10%

Tr. Maron asked Trustees to review their outreach contact lists and begin making appointments while keeping each other apprised of said appointments via e-mail.

Employee Relations: Maron, Greenwald

Buildings & Grounds: Maron, Buckley, Santana, Touba

Fundraising & Development: Maron, Santana, Buckley, Touba, Greenwald

PAYMENT OF BILLS

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #776.

UNFINISHED BUSINESS

NEW BUSINESS

Business Manager Presedo asked Board members to e-mail their responses to her if they plan to attend the Women in Business Luncheon on March 22 at the Castle Royale.

Tr. Arcaro said that on March 14, the Community Planning Council has planned an advocacy day in Albany.

Director Falcone presented to the Board a revised Selection Policy.

On motion of Tr. Jannetti, seconded and approved, the Board agreed to replace and update the attached Selection Policy with one change which will include mentioning the strategic plan.

Tr. Maron and Board members thanked Tr. Arcaro, who resigned as of 3/1/17, for his years of service on the Library Board of Trustees.

NEXT BOARD MEETING DATE – Thursday, March 16, 2017, 7:00 p.m.,
Riverfront Library

The Board meeting was adjourned at 9:18 p.m.

Edward Falcone
Library Director & Secretary

MATERIALS SELECTION POLICY

As a community resource for information, culture, and recreation, the Yonkers Public Library acquires and maintains a collection of print and non-print media which educate, enrich, entertain, and inform its patrons. Materials selection is under the supervision of the Library Director and is performed by members of the professional staff, who operate within the framework of policies, goals and objectives determined by the Trustees of the Library.

In selecting material for the collection, the staff is guided by the American Library Association's Library Bill of Rights and Freedom to Read statements, and the following general principles are used:

- Yonkers is a large and diverse city, and the Library will endeavor, within the constraints of financial ability and space, to build a comprehensive collection covering a wide field of interests and ideas.
- Material will be selected based on such criteria as reviews, timeliness of subject matter, author's reputation, price, format, popular demand, inclusion in lists of standard works, and alignment with the YPL Strategic Plan. Selection of materials does not constitute or imply agreement with or approval of the content or viewpoint of the materials.
- Gifts, unsolicited materials, and patron suggestions for purchases are all evaluated under the same policies, principles, and selection criteria as regularly-purchased materials. The Library has a separate policy dealing specifically with gifts.
- Esoteric or very technical works are generally excluded from the collection. Items of this nature are often available through inter-library loan, or may be viewed on-site at neighboring academic or special libraries. Library staff are skilled in assessing the availability of such material.
- The library staff does not serve *in loco parentis*, and the ultimate responsibility for the reading and viewing selections of children rests with their parents or legal guardians. Selection shall not be inhibited by the possibility that books may inadvertently come into the possession of children.

The same criteria will be used in *withdrawing* materials from the collection as are used in their acquisition. Library materials are continuously assessed for their condition, accuracy, currency and performance within the context of the total library collection, as well as for their continuing relevance to library users. Materials no longer useful to the Library may be given to other libraries or sold for the benefit of the Library.

If a member of the community wishes to question the appropriateness of a particular item in the collection, a Request For Reconsideration Of Library Material form is available at any service desk or on the YPL web page.

This policy, and the accompanying Request For Reconsideration of Library Materials form, were adopted by the Library Board of Trustees on February 28, 2017.



REQUEST FOR RECONSIDERATION OF YONKERS PUBLIC LIBRARY MATERIALS

Public libraries strive to build collections that serve the needs and interests of their entire community. In a city as large and diverse as Yonkers, that covers a very wide spectrum. However, we understand that there may be items in the collection that warrant a second look. Please fill out this form and mail it back to the Library. Our staff will review your concerns and send you a written reply.

Please respond to the following:

1. Description of item (check one)

Book Magazine DVD CD Other (describe): _____

Author/Artist: _____

Title: _____

2. Have you read/viewed/listened to the item in its entirety? Yes No

3. Please tell us what you would like done with this item:

Remove it from the collection Shelve it elsewhere

Why? _____

4. What do you feel might be the result of reading/viewing/listening to this item?

5. Contact Information Your Name: _____

Address: _____

Email: _____

Phone: _____

6. Signature: _____ Date: _____

Please return the completed form to:

Deputy Director, Yonkers Public Library,
One Larkin Center, Yonkers, NY 10701.

Yonkers Public Library

Bill List January 2017

Vendor Name	Description	Date	Amount
TOTAL			
CAPITAL FUNDS			
AMAZON	DVD'S/COMPUTER PARTS	1/6/2017	4,800.97
BAKER & TAYLOR	MATERIALS	1/12/2017	18,133.12
BAKER & TAYLOR	BOOK LEASING	1/12/2017	24,960.21
CCH	MATERIALS	1/6/2017	226.30
CCH	MATERIALS	1/6/2017	255.41
CENGAGE LEARNING	MATERIALS	1/6/2017	25.59
EBSCO	MATERIALS	1/6/2017	38.86
EBSCO SUBSCRIPTIONS	MATERIALS	1/26/2017	-71.97
EBSCO SUBSCRIPTIONS	MATERIALS	1/26/2017	-15.00
EBSCO SUBSCRIPTIONS	MATERIALS	1/26/2017	190.00
GREY HOUSE PUBL. (H.W. WILSON)	MATERIALS	1/26/2017	199.00
GREY HOUSE PUBL. (H.W. WILSON)	MATERIALS	1/26/2017	307.50
H. W. WILSON	MATERIALS	1/6/2017	179.10
KG & D	PROFESSIONAL SERVICES	1/12/2017	1,222.30
MATTHEW BENDER & CO.	MATERIALS	1/6/2017	31.68
MATTHEW BENDER & CO.	MATERIALS	1/12/2017	1,572.00
MIDWEST TAPE	MATERIALS	1/6/2017	68.97
MIDWEST TAPE	MATERIALS	1/6/2017	68.97
MIDWEST TAPE	MATERIALS	1/6/2017	116.95
MIDWEST TAPE	MATERIALS	1/6/2017	287.82
PETERSON'S	MATERIALS	1/6/2017	240.74
RECORDED BOOKS	MATERIALS	1/6/2017	41.60
TOTAL			52,880.12

Vendor Name	Description	Date	Amount
CONTRIBUTIONS FUNDS			
AMERICAN EXPRESS	REPLACEMENT FOR CK 1377	1/4/2017	495.00
BAIRD, ZAHRA	PROGRAM MATERIALS	1/30/2017	318.15
BELLA VISTA DELI	BD MEETING 1/26/2017	1/30/2017	125.00
BROKEN ANKLE PRODUCTIONS	WILL LIB CHILDRENS' PROG	1/24/2017	200.00
CENTRAL CONNECTICUT ST UNIV	LOST BOOK: HOLY SCIENCE	1/3/2017	39.95
CHILDS, CODY C.	CONCERT	1/30/2017	650.00
COMMUNITY PLANNING COUNCIL	CORPORATE MEMBERSHIP	1/30/2017	250.00
CROSSOVER YOGA PROJECT, INC.	YOGA CLASS 1/25/2017	1/30/2017	125.00
CRUZ, AURORA	PROGRAM REFRESHMENTS	1/30/2017	9.41
FIGUEROA, CARLOS	NETWK TRAC SERV ADPT	1/4/2017	24.99
GANTZER, ANA	REIMBURSEMENT EXPENSE	1/24/2017	80.53
HEITNER, LOIS	YOGA CLASSES	1/30/2017	250.00
KOLB, DEBORAH KAHAN	MASALA BHANGRA DANCE	1/24/2017	50.00
LU, KRISTEN H.	MEDITATION WORKSHOP	1/24/2017	75.00
NEPPERHAN COMM. CENTER, INC.	REV. DR. MARTIN LUTHER KG	1/17/2017	360.00
NORMAN, MIRIAM	KNITTING INSTRUCTION (4)	1/17/2017	100.00
PLATT, DAPHNE	DANCE CLASSES (2) CREST	1/30/2017	125.00
QUARTANO, ANNE	WLA MID WINTER CONF	1/30/2017	10.00
ROBISON, MARY	BK GROUP REFRESHMENTS	1/30/2017	11.60
TILSON, ANDREA	HOMEWORK HELPER	1/17/2017	325.00
VARGAS, MARIA	ZUMBA CLASS (1 HOUR)	1/17/2017	50.00
TOTAL			3,674.63

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 02/03/17
 Accrual Basis

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2017

Date	Num	Memo	Amount
Abbey Ice			
01/24/2017	30884	Spring Water	66.00
01/31/2017	31835	Spring Water	85.50
01/31/2017	31834	Spring Water	98.50
Total Abbey Ice			250.00
Amazon.com			
01/10/2017	121016	Materials-DVD's	36.05
01/10/2017	121016	Materials-DVD's	34.67
01/31/2017	810312096jan17	Supplies & Materials	237.34
Total Amazon.com			308.06
American Express			
01/10/2017	6-76005dec16	Purchases	472.51
Total American Express			472.51
Aramark			
01/31/2017	17215911	Uniforms	91.35
Total Aramark			91.35
Argento & Sons			
01/31/2017	315284	Repair-John Deere	326.00
Total Argento & Sons			326.00
Bremond, Frederique (Fred)			
01/10/2017	123016	Program-Website Maintenance	390.00
Total Bremond, Frederique (Fred)			390.00
Cablevision Lightpath			
01/13/2017	20724094	Phones	3,543.24
01/31/2017	20727124	Internet	5,234.75
Total Cablevision Lightpath			8,777.99
Cablevision Optimum			
01/13/2017	07803544469jan17	TV Boxes	14.70
01/13/2017	07803065546jan17	TV Boxes	7.35
Total Cablevision Optimum			22.05
Cengage Learning			
01/10/2017	59542652	Subscription	7,972.00
Total Cengage Learning			7,972.00
Citadel Pest Control			
01/24/2017	121616	Pest Control	200.00
Total Citadel Pest Control			200.00
City Of Yonkers			
01/04/2017	January 2017	Rent	62,500.00
Total City Of Yonkers			62,500.00
Con Edison			
01/13/2017	92142173100de16a	Gas	166.96
Total Con Edison			166.96
Corey Glass			
01/10/2017	33881	Repairs-Glass	250.00
01/31/2017	33899	Repairs-Glass	325.00
Total Corey Glass			575.00
Crown Janitorial			
01/13/2017	373793-1	Janitorial Supplies	120.10
01/31/2017	378404-1	Janitorial Supplies	11.69
01/31/2017	378404-1	Janitorial Supplies	1,389.28
Total Crown Janitorial			1,521.07
Demco			
01/31/2017	6042106	Supplies	350.72

YONKERS PUBLIC LIBRARY
BILL LIST - OPERATING ACCOUNT
 January 2017

Date	Num	Memo	Amount
Total Demco			350.72
Figueroa, Carlos			
01/31/2017	1617	Adapter Cables	23.98
Total Figueroa, Carlos			23.98
GovConnection			
01/31/2017	54422451	Computer Products	106.32
01/31/2017	54422452	Computer Products	1,193.50
01/31/2017	54429762	Computer Products	28.23
01/31/2017	54433226	Computer Products	68.92
01/31/2017	54446030	Computer Products	1,092.09
Total GovConnection			2,489.06
Grainger			
01/31/2017	9282429373	Exhaust Fan	102.64
Total Grainger			102.64
Home Depot Credit Service			
01/10/2017	2212798	Fridge-Crestwood	548.00
Total Home Depot Credit Service			548.00
Journal News, The			
01/31/2017	11017	Ad	210.00
Total Journal News, The			210.00
Keane & Beane			
01/31/2017	21654	Legal Fees	52.50
Total Keane & Beane			52.50
Mackenzie Automatic Doors			
01/24/2017	310569	Repair of front door-Will	283.00
01/24/2017	310532	Repair of front door-Will	963.00
Total Mackenzie Automatic Doors			1,246.00
Mota, Juan			
01/31/2017	3	Program-Sewing Class	125.00
Total Mota, Juan			125.00
Office Dynamics			
01/24/2017	36032	Copier Maintenance	300.00
Total Office Dynamics			300.00
Preferred Business			
01/24/2017	96138	Business Cards-Porteus	151.75
01/24/2017	96135	Book Labels	738.09
Total Preferred Business			889.84
Quill Corp.			
01/13/2017	2856117	Supplies	65.75
Total Quill Corp.			65.75
Safeguard Lock & Key			
01/24/2017	4174	Keys	42.00
Total Safeguard Lock & Key			42.00
Schall Hardware			
01/24/2017	14688	Hardware	465.00
Total Schall Hardware			465.00
Stanley Convergent			
01/13/2017	14187242	Alarm Maint. & Monitoring	638.21
Total Stanley Convergent			638.21
United Metro Energy			
01/31/2017	269687	#2 Fuel Oil-Crestwood	615.59
01/31/2017	269693	#2 Fuel Oil-Will	6,917.68

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 Accrual Basis

YONKERS PUBLIC LIBRARY BILL LIST - OPERATING ACCOUNT January 2017

Date	Num	Memo	Amount
Total United Metro Energy			7,533.27
Verizon			
01/10/2017	9147931065jan17	Phones/Alarms	52.92
01/31/2017	9144109274jan17	Phones/Alarms	44.75
Total Verizon			97.67
Verizon Wireless			
01/13/2017	9777545968	Cell Phones	331.48
01/31/2017	9778465149	Cell Phones	131.15
Total Verizon Wireless			462.63
WB Mason			
01/10/2017	I40225681	Supplies	51.88
01/13/2017	I40541036	Supplies	75.39
01/31/2017	I40700760	Supplies	68.40
01/31/2017	I40711822	Supplies	399.90
Total WB Mason			595.57
Westchester Library System			
01/10/2017	010117-60	Membership Fees Jan 1-June 30, 2017	157,249.76
01/31/2017	011217-33	Bar Codes	344.50
Total Westchester Library System			157,594.26
Xerox			
01/13/2017	087417075	Copier	95.00
01/13/2017	087417074	Copier	372.78
01/13/2017	087417073	Copier	107.88
Total Xerox			575.66
Yonkers Chamber Of Commerce			
01/24/2017	12967	2017 Membership	350.00
Total Yonkers Chamber Of Commerce			350.00
TOTAL			258,330.75

JOINT MANAGEMENT REPORT
MARCH 2017

Our annual budget review meeting was held on March 8th at City Hall; ours was the last agency to be scheduled. The meeting started with another sobering overview of COY's financial outlook, so it is hard to predict what the executive budget will look like.

A letter of intent was sent to Milcon Construction to confirm the Board's awarding of the façade contract. The contract should be ready to sign soon.

There has been major construction on Thompson Street in front of the Crestwood branch, where new water pipes are being laid. Parking spots have been unavailable and traffic has been disrupted. We learned that the project may last 3-4 weeks. Signage, social media and the web site are being used to keep patrons informed.

Plans for our Staff Development Day are coming together. In addition to training workshops, we will be recognizing staff members who have been with the library for 10 years or more.

At the time this report was being prepared, we were anticipating a snow closure on Tuesday March 14th and a possible delayed opening on the following Wednesday.

MEETINGS ATTENDED THIS PERIOD

3/1	Ed & Susan Susan	Meeting with attorney Will Kang Groundwork reception for new Director
3/2	Ed	E-book vendor demo, WLS
3/3	Ed & Susan	Ghanaian flag-raising event, City Hall
3/7	Ed & Susan	Irish flag-raising event, City Hall
3/8	Susan	Women n Business board meeting Ed & Susan Budget review, City Hall
3/9	Susan Ed Susan	LYFE Coalition meeting, Yonkers Room Lunch Club meeting, X20 Evanced training, Will Branch
3/14	Ed Susan	E-Content Committee meeting, WLS Arts Roundtable meeting, Brewery
3/15	Susan	Literacy Solutions board meeting
3/16	Susan Ed & Susan	PLDA meeting, WLS CLUSTER art exhibit, Yonkers Room

YONKERS PUBLIC LIBRARY

CIRCULATION STATISTICS

February 2017

	<u>2016</u>	<u>2017</u>		
Days of Service	27	25		
RIVERFRONT LIBRARY			<u>Dev.</u>	<u>%</u>
Adult	13,987	11,787	(2,200)	
Children's	6,275	6,357	82	
Total Riverfront Circulation	20,262	18,144	(2,118)	-10.45%
GRINTON I. WILL BRANCH				
Adult	24,864	21,563	(3,301)	
Children's	14,155	11,663	(2,492)	
Total Will Circulation	39,019	33,226	(5,793)	-14.85%
CRESTWOOD BRANCH				
Adult	2,374	2,900	526	
Children's	1,010	1,383	373	
Total Crestwood Circulation	3,384	4,283	899	26.57%
E-Content (All Branches)	6,606	5,333		
TOTAL CIRCULATION				
Total Current Month	69,271	60,986	(8,285)	-11.96%
Total Previous Months	69,817	63,846	(5,971)	-8.55%
Total Year to Date	139,088	124,832	(14,256)	-10.25%

Monthly: February 2017

ELECTRONIC USAGE COUNT

	2016	2017
Riverfront Branch	12,995	11,762
Will Branch	6,422	5,150
Crestwood Branch	<u>297</u>	<u>496</u>
Total	19,714	17,408

TURNSTILE COUNT

	2016	2017
Riverfront Library	35,402	26,261
Will Branch	36,932	28,998
Crestwood Branch	<u>3,935</u>	<u>6,063</u>
Total	76,269	61,322

LIBRARY CARD COUNT

User Profile	Crestwood	Riverfront	Will	Total
Adult	1,112	33,604	22,915	57,631
Contract	0	93	3	96
Courtesy	0	2	16	18
Guest	0	3	0	3
Internet	0	2	0	2
Juvenile	556	7,583	8,767	16,906
Staff	10	110	78	198
Teen	31	6,355	2,074	8,460
Temp	0	10	1	11
Total	1,709	47,762	33,854	83,325

YONKERS PUBLIC LIBRARY

REFERENCE STATISTICS

February 2017

	<u>Last Year</u>	<u>This Year</u>	<u>Dev.</u>	<u>%</u>
RIVERFRONT LIBRARY				
Clerical Services		-	-	
Reference	1,709	1,626	(83)	
Reader's Advisory	2,549	2,235	(314)	
Total Adult	4,258	3,861	(397)	
Children's	642	570	(72)	
Total	4,900	4,431	(469)	-9.57%
GRINTON I. WILL BRANCH				
Adult/YA	-	-	-	*See attached sheet
Reference/J.I.C.	-	-	-	
Fine Arts	-	-	-	
Total Adult	-	-	-	
Children's	-	-	-	
Total	-	-	-	0.00%
CRESTWOOD BRANCH				
Adult	964	1,122	158	
Children's	495	614	119	
Total	1,459	1,736	277	18.99%
TOTALS				
Current Month	6,359	6,167	(192)	-3.02%
Previous Months	-	-	-	#DIV/0!
Year to Date	6,359	6,167	(192)	-3.02%

Overview | [Detail](#) | [Download](#)

Start 2017-02-01 End 2017-02-28

Question Count



Duration

1-2 minutes	6946
2-5 minutes	1455
10+ minutes	323

Question Type

Fiction	792
Non-Fiction	621
Reference	653
Readers Advisory	101
Directional	530
Media	134
Programming	275
Graphic Novel	3
Place Holds	154
Technology	696
Other	960
Issue Library Card	272
Clear Fines	365
Claims Returned	15
Check-Out Materials	3153

Asked by

Patron	8603
Staff	115
Other	6

Format

In Person	7896
Phone	827
Email	1

Location

Cre Circulation	97
Cre Children's	1
Riv Children's	73
Riv Circulation	0
Riv Young Adult	0
Riv Reference	62
Riv 4th Floor	0
Riv Computer Room	0
Riv Info	1
Will Children's	1422
Will Circulation	4446
Will FA/YA	617
Will Reference	1985
Will Computer Room	0

Will Info

20



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YONKERS PUBLIC LIBRARY

PERSONNEL REPORT MARCH 1, 2017

<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>28</u>	<u>7</u>
TOTAL	106	87	19



Edward Falcone
Library Director

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

REGULAR LIBRARY PROGRAMS

Date(s)	Program	Type	Attendance
February	Literacy Solutions NY: Tutors	A	120
February	Literacy Solutions NY: Learning Center Use	A	90
February	Read Away Your Fines	A	89
10 sessions	TASC Connect	A	24
2/1	Riverfront Book Club	A	7
2/1, 8, 15	Job Search Coach	A	29
2/4	A Musical Tribute to Motown	A	277
2/5	Peliculas para la Familia en Espanol: La Princesa Prometida	A	2
4 sessions	Knitting & Crocheting Workshop	A	63
2/6	Books Before Bedtime	A	4
2/6	Preparen chocolate y mas	A	9
2/7, 21	Free Tax Preparation	A	22
2/11	Tech Talk: Constellations and More	A	16
2/11	Paint Party	A	9
2/11	Riverfront String Quartet: Romantic Music for Valentine's Day	A	18
2/12	Movie: Jumping the Broom	A	22
2/12	Southside with You	A	18
2/14	Digital Art for Seniors	A	4
2/16	Riverfront Genealogy Club	A	3
2/19	Movie: Mr. Church	A	29
2/21	Become a Foster Parent!	A	12
2/22	Healthy Eating with Ana Leibovici	A	6
2/23	Zumba Class	A	32
2/23	Photoshop & Photo Restoration	A	5
2/25	Belly Dance Class	A	23
2/26	Movie: When the Bough Breaks	A	28
2/28	InDesign Part I	A	5
February	Read Away Your Fines	Y/A	14
2/2, 16, 23	Gaming Thursdays	Y/A	62
2/7	Embroidery	Y/A	4
2/14	Movies & Chocolate	Y/A	7
2/21	Teen Food Tuesday: Holy Guacamole	Y/A	9
2/22	NEDP Tutoring	Y/A	5
2/24	Digital Art for Teens	Y/A	5
February	America Reads	JUV	138
2/1, 8	YPS Language Services Parent Workshop	JUV	92
2/2, 16, 23	Toddler Storytime	JUV	61
2/3, 17, 24	Babies and Books	JUV	48
2/6	Bilingual Storytime	JUV	10
2/14	Valentine's Day Story & Craft	JUV	38
2/4	Take Your Child to the Library Day Activities	JUV	69
2/22	Celebrating African American Artists	JUV	30
4 sessions	Black History Month & Winter Recess Family Films	JUV	62
2/23	YOom for Kids	JUV	16

CLASS VISITS

Date(s)	Program	Internal/External	Type	Attendance
2/2	Vive School	Internal	A	27
2/2	Andrus School	Internal	JUV	15
2/7	Enrico Fermi School	External	JUV	42
4 sessions	Queen's Daughter Day Care	Int/Ext	JUV	101
2/8	Charter School of Educational Excellence	External	JUV	274
2/16	Hostos School	External	JUV	17

HOMEWORK HELPER

Date(s)	Type	Attendance
9 sessions	JUV	94

NUMBER OF LIBRARY PROGRAMS: 87

ATTENDANCE AT LIBRARY PROGRAMS: 2,206

NON-LIBRARY PROGRAMS

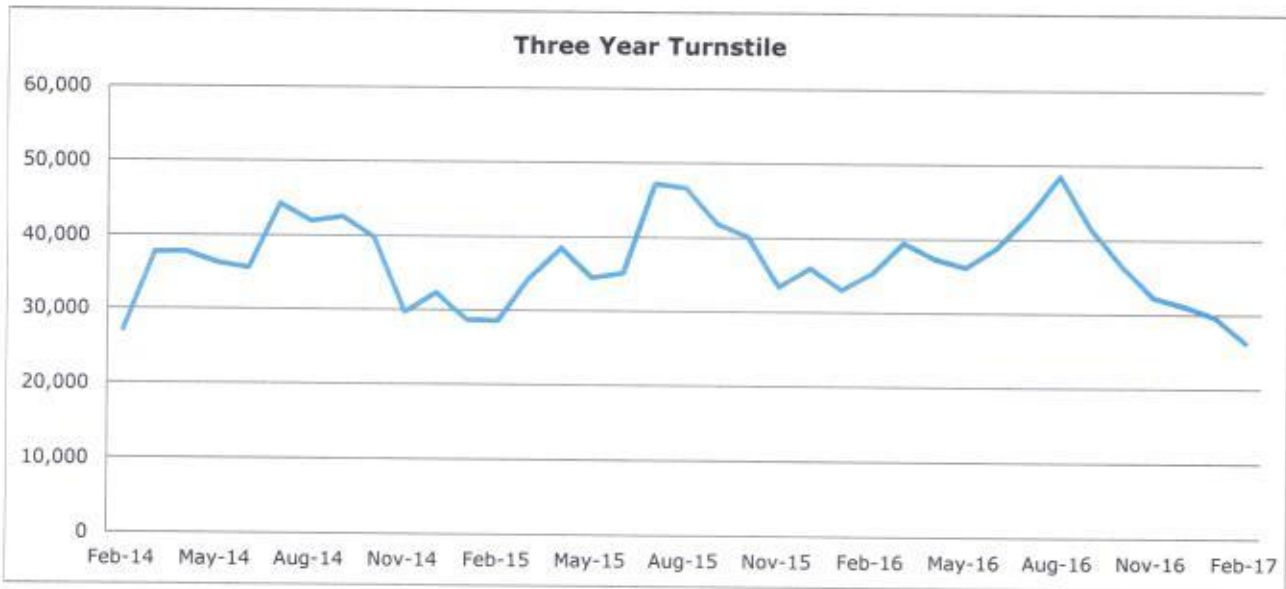
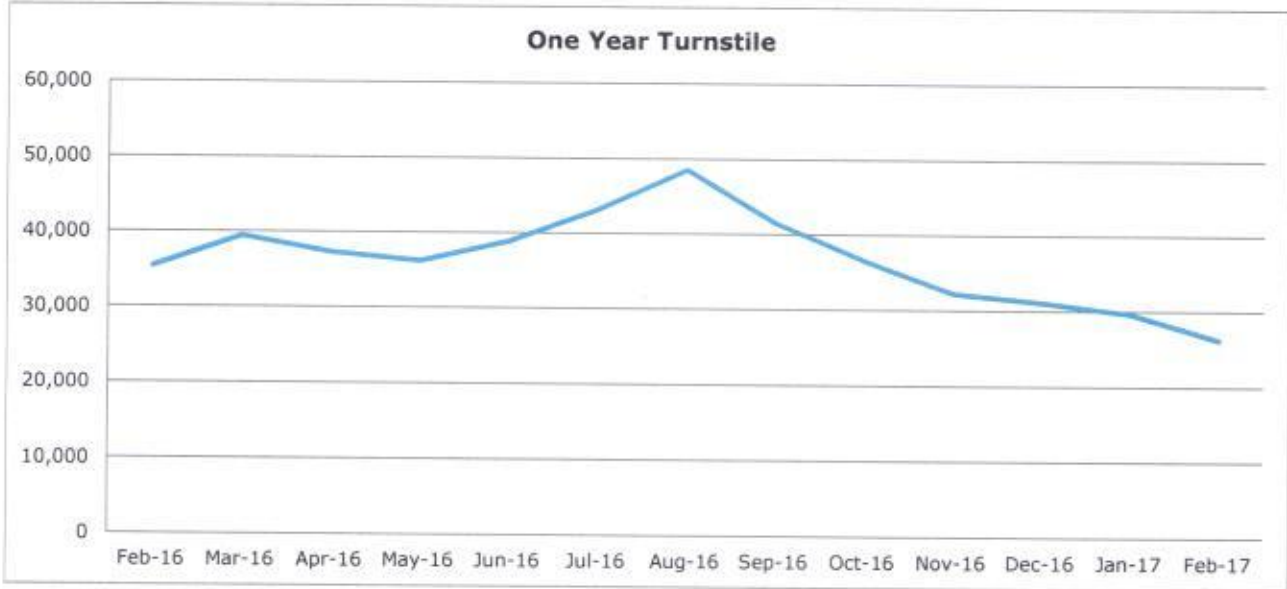
Date(s)	Program	Attendance	Fee
2/1	YPS Language Services Parent Workshop	68	
2/1, 8, 15	Yonkers African American Heritage Committee Film & Discussion Series	96	
2/2, 9, 16	Women's Enterprise Development Center Entrepreneurial Training	90	
2/3	YPS Gorton High School FLIGHT Winter Graduation	128	
2/4, 11, 25	YPS Transportation Bus Monitor Workshop	215	
2/4	Legal Aid Society of Westchester Immigration Forum	47	
2/6	CLUSTER Board Meeting	11	
2/6	Israelite Church of God in Jesus Christ: Revealing the 12 Tribes of Israel	12	
2/7	Eat Smart NY: Weight of the Nation: Children in Crisis	56	
2/7	One Stop Career Center Counseling	6	
2/7	Alzheimer's Association: Caregiver Support Group	5	
2/10	Westchester Coalition for Police Reform Conference	50	
2/10	Councilman Chris Johnson: Annual Black History Month Gospel Concert	300	
2/12, 26	NYCD16 New York 16th Congressional District Meeting	331	
4 sessions	City of Yonkers Engineering Department HAZWOPER Training	45	
2/14	Third Ward Meeting	11	
2/15	Community Housing Innovation: Workforce Housing Under Trump	128	
2/15	Youth Theater Interactions Celebrates Black History Month	261	
2/16	NYS Office of Children & Family Services: Domestic Violence Training	24	
2/16	LGBTQ Advisory Board: Yonkers High School GSA Meeting	45	
2/17	Family Services Society of Yonkers: Spanish-Speaking Kinship Support Group	6	
2/17	Westchester Disabled On the Move ACCES-VR Orientation	12	
2/17	Relative Caregivers Support Group	9	
2/18	Yonkers High School IB Meeting	6	
2/19	Fit Club	32	\$150.00
2/19	Chi Eta Phi Meeting	6	
2/21	YMCA Immigration Coalition Meeting	9	
2/21	Purchase College Student Interviews	6	
2/21	Family Services Society of Yonkers: Winter Break Activities	30	
2/21	Avon District Meeting	20	\$100.00
2/21	Assemblywoman Shelley Mayer Budget Forum	56	
2/22	JCY Westchester Community Partners Volunteer Training	50	
2/22	SCORE Free Small Business Workshop: Build, Buy or Franchise?	32	
2/23	Andrus Community Services: Healthy Families: Mommy, Daddy & Me	35	
2/23	CLUSTER Eviction Prevention Meeting	13	
2/24	Community Planning Council: Advocacy Workshop	31	
2/25	Alpha Kappa Alpha Student Parent Meeting	15	
2/25	Sister to Sister International Membership Meeting	60	
2/25	Greyston Community Garden Club	30	
2/25	Brahma Kumaris Stress and Positive Thinking Seminar	50	
2/26	Yonkers Sanctuary Movement Meeting	120	
2/27	City of Yonkers Planning Department: Property Auction	65	
2/27	Community After School ESL Tutoring	15	
2/28	Academy for Jewish Religion Spring Intensive	104	
2/28	Ability Beyond: Windows Without Walls	26	

ATTENDANCE AT NON-LIBRARY PROGRAMS: 2,767

GRAND TOTAL PROGRAM ATTENDANCE 4,973

Electronic Use Count

	<u>Count</u>
PC Sign Up	11,639
19 English-speaking Computer Classes	101
5 Spanish-speaking Computer Classes	22
TOTAL ELECTRONIC USE COUNT:	11,762
RIVERFRONT LIBRARY TURNSTILE COUNT:	26,261



Room	# Events	Hours	Utilization
Arts & Crafts Room	21	40.00	17.62%
Auditorium	6	17.50	7.71%
Auditorium and Event Space	3	7.50	3.30%
Board Room	14	33.50	14.76%
Community Room A	6	16.50	7.27%
Community Room A & B	20	66.75	29.41%
Community Room B	3	8.75	3.85%
Event Space	0	0.00	0.00%
Learning Lab	31	63.00	27.75%
Maker Lab	7	16.00	7.05%
Media Lab	0	0.00	0.00%
Riverfront Art Gallery	0	0.00	0.00%
Room 1	2	9.00	3.96%
Room 2B	28	100.00	44.05%
Room 3	12	23.00	10.13%
Room 4A	0	0.00	0.00%
Room 4B	22	60.50	26.65%
Small People's Place	32	60.50	26.65%
Table Space 1	25	103.50	45.59%
Tech Central	18	42.00	18.50%
Third Floor Computer Lab	2	3.50	1.54%
Yonkers Room	22	70.50	31.06%
Young Adult Room	9	26.25	11.56%

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

**Yonkers Public Library
Grinton I. Will Branch
Activities Report - February 2017**

REGULAR LIBRARY PROGRAMS

<u>Date(s)</u>	<u>Program</u>	<u>Type</u>	<u>Attendance</u>
2/1,2,8,15,16,22 & 23	Mother Goose	Juv	153
2/1,8,15 & 22	Chess Club	Juv	21
2/2	Amazing Animals	Juv	55
2/3,10,17 & 24	Baby Time	Juv	31
2/4	Take Your Child to the Library Story Time & Craft	Juv	70
2/6,7,14,21,27 & 28	Nursery Rhyme Time	Juv	186
2/7,14, 21 & 28	11 am Story Time	Juv	55
2/7	Valentine Craft	Juv	21
2/10	Lego Club	Juv	27
2/11	Saturday Story Time	Juv	12
2/16	Black History Story & Craft	Juv	4
2/21,22 & 23	Board Games	Juv	28
2/21	Can We Talk Daycare?	Juv	12
2/22	Feature Film-Storks	Juv	105
2/26	Let's Rock with Zev	Juv	76
2/2,7,14,16,21,23 & 28	Senior Benefit Information Center	Adult	8
2/2,16 & 23	Bridge Club	Adult	56
2/8 & 22	Webs Career Counseling	Adult	10
2/10	Feature Film-Long Walk Home	Adult	25
2/14,21 & 28	Crochet Club	Adult	15
2/14	Queen of Katwe	Adult	32
2/19	Big Band Sunday Afternoon-Friends of YPL	Adult	200
2/21	Art Film Series-Theeb	Adult	12
2/23	Feature Film-Florence foster Jenkins	Adult	51
2/25	Meet the Author Karen S. Allen	Adult	12
2/27	Sing Memorable Songs	Adult	37
2/27	TASC Connect	Adult	10
2/27	Book Discussion w/Laurie Antash	Adult	22
2/28	Feature Film- Out of the Past	Adult	40
2/2,9,16 & 23	Teen Tech	YA	6
2/3,10,17 & 24	Brain-Breaker	YA	3
2/6 & 27	Teen Board Game Challenge	YA	6
2/7,14 & 21	Tuesday Game Challenge	YA	6
2/8,15 & 22	Coloring for Teens	YA	4
2/11	Teen Advisory	YA	8
2/11	Teen Open Mike	YA	12
20 Sessions	Electronic Games	YA	192
20 Sessions	YA Groups eg. AHRC, Another Step, Day Break	YA	814

CLASS VISITS

<u>Date(s)</u>	<u>Program</u>	<u>Type</u>	<u>Attendance</u>
		Juv	

OUTREACH

Date(s)	Program	Type	Attendance
		Juv	

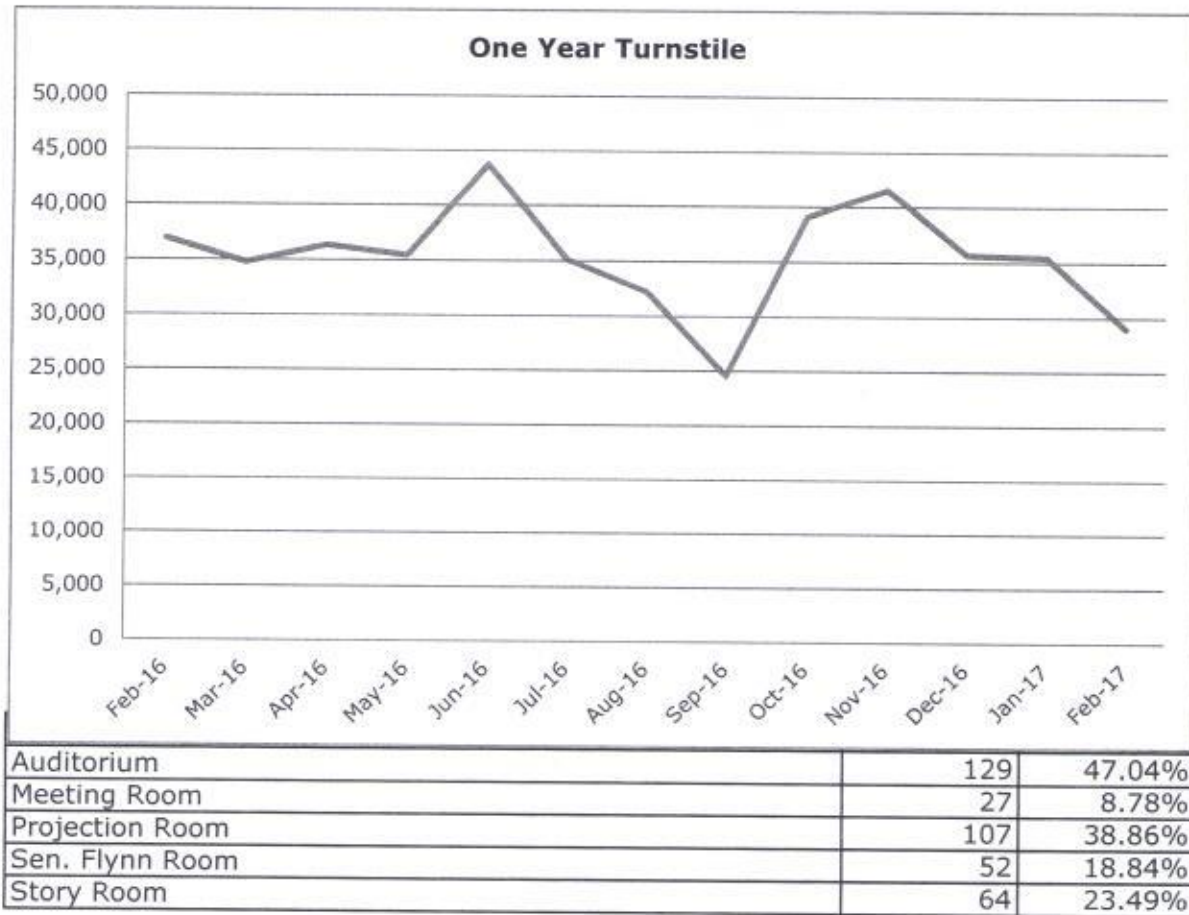
HOMEWORK HELPER

Date(s)	Program	Type	Attendance
11 Sessions	Homework Helper	Juv	57

NUMBER OF LIBRARY PROGRAMS**131****ATTENDANCE AT LIBRARY PROGRAMS:****2,494****NON-LIBRARY PROGRAMS**

Date(s)	Program	Attendance	Fee
2/1	Yonkers Historical Society	15	
2/1	UFO Roundtable	20	
2/1	Hispanic Professionals	10	
2/1,7,8,14,15,21,22 & 28	AARP Tax Service	240	
2/2	Westchester Referee Association	15	
2/2,9,16 & 23	Bridge Club	16	
2/4	National Council of Negro Women	25	
2/6	Writers' Workshop	10	
2/8	Toastmaster's	12	
2/11	NACA	325	
2/11	NAMI	8	
2/12	Yonkers Amateur Radio Club	13	
2/14	LaLeche League of Yonkers	5	
2/15	Meditation Focus Group	8	
2/15,16,17 & 18	Rising Stars	200	
2/16	Sierra Club	12	
2/16	Midland Plaza	6	50
2/18	Driver's Safety	30	50
2/21	Aquehung Democratic Committee	15	
2/22	Congresswoman Shelley Mayer	10	
2/22	Yonkers Housing Action Council	40	
2/22	Yonkers African American Heritage Committee	30	
2/24	Alzheimer's Association	3	
2/25	Empire Safety Driving Program	30	50
2/26	Ahmadiyya Muslim Community	40	
2/28	Yonkers Housing Authority	20	
2/28	SEIU 32BJ	25	
14 Sessions	Little Learners-Parks Dept.	350	
18 Sessions	Senior Center-Yonkers Park Dept	495	

ATTENDANCE AT NON-LIBRARY PROGRAMS:**2,028****GRAND TOTAL PROGRAM ATTENDANCE****4,522****PC Sign Up****5,070****8 computer classes****80****TOTAL ELECTRONIC USE COUNT:****5,150****Will Library Turnstile Count****28,998**



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

**Yonkers Public Library
Crestwood Branch
ACTIVITIES REPORT - FEBRUARY 2017**

REGULAR LIBRARY PROGRAMS

# of sessions	Program	Type	Attendance
5 sessions	Tech Drop-In	A	48
2 sessions	Sing Memorable Songs	A	26
4 sessions	News & Brews	A	77
4 sessions	PC Cruzin'	A	18
13 sessions	Help Desks	A	20
2 session	Yoga for Yogis	A	15
4 sessions	Color @Crestwood	A	34
2 sessions	Non-pretzel Yoga for Adults	A	44
2 sessions	Bronx Center Visits	A	18
1 session	ARC Group Visit	A	6
1 session	Crestwood Reiki Experience	A	26
1 session	Email Tips & Tricks (Snow Day- Library Closed)	A	NA
1 session	ABC Mouse Demo	A	56
1 session	Downloading Ebooks: Tech Drop-In	A	16
1 session	Hoopla Demo	A	16
2 sessions	Mahjong	A	9
1 session	Hour of Code	A	20
1 session	Crestwood Book Club	A	14
4 sessions	Art with Michael	A	34
2 sessions	Meditation Monday	A	19
1 session	Fit and Fun Friday	JUV	12
1 session	Aerobics	JUV	15
1 session	Saturday Storytime	JUV	35
1 session	Pawsitive Tails	JUV	27
1 session	Valentine's Day Story & Craft	JUV	26
1 session	Princess & The Frog Movie	JUV	10
8 sessions	Music & Merriment (9:30 & 11am)	JUV	461
1 session	Cool Cat Party	JUV	39
4 sessions	Crestwood Cinema	JUV	87
2 sessions	Dance With Daphne	JUV	77
1 session	Library Luau	JUV	19
3 sessions	Arts & Crafts with Madison	JUV	34
1 session	Crafternoon	JUV	96
4 sessions	Chess	JUV	48
1 session	Teen Readers: Book Group	YA	9
4 sessions	Teen Tuesdays	YA	28
1 session	Book Buzz	YA	36
1 session	VOLUNTEENS	YA	12

HOMEWORK HELPER

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

**NUMBER OF LIBRARY PROGRAMS:
ATTENDANCE AT LIBRARY PROGRAMS:**

**91
1,587**

NON-LIBRARY PROGRAMS:

Date(s)	Program	Fee	Attendance
6 sessions	Parks Dept. Senior Group #16	N/A	67
2/15	Friends of Crestwood Library Board Meeting	N/A	5
2 sessions	Westchester Homeschoolers Knitting Meetup	N/A	36

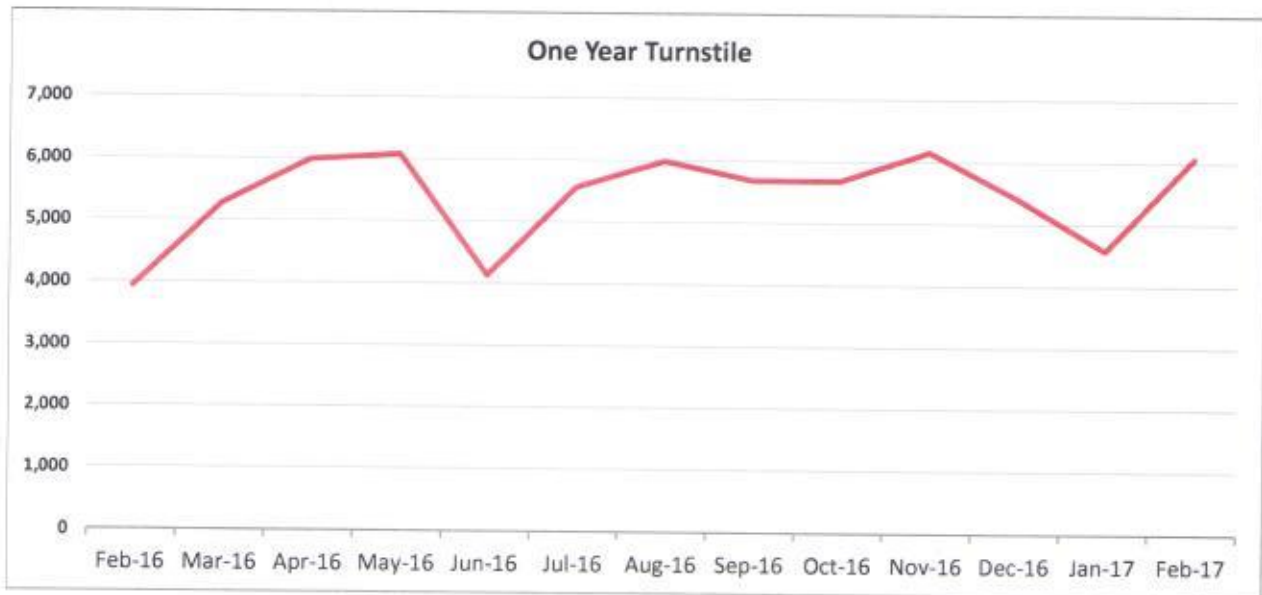
ATTENDANCE AT NON-LIBRARY PROGRAMS: **0**
GRAND TOTAL PROGRAM ATTENDANCE: **108**
1,695

Electronic Use Count

	Count
PC Sign Up	302
27 Computer Events- Classes/workshops/drop-ins/help desk	194

TOTAL ELECTRONIC USE COUNT: **496**

CRESTWOOD LIBRARY TURNSTILE COUNT: **6,063**



Room	# Events	Hours	Utilization
Adult Computer Area	24	23.5	13.47%
Children's Room	56	96.5	55.30%
Reading Room	14	30.5	17.48%
Teen Corner	6	24	13.75%
	100	174.5	

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

BOOK STOCK

For the Month of FEBRUARY 2017

RIVERFRONT LIBRARY	2017	2016
Number of volumes at end of previous month	159,299	
Number of volumes added this month	568	
TOTAL	159,867	
Number of volumes lost/withdrawn this month	212	
TOTAL VOLUMES RIVERFRONT LIBRARY	159,655	157,391

GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	150,523	
Number of volumes added this month	780	
TOTAL	151,303	
Number of volumes lost/withdrawn this month	637	
TOTAL VOLUMES GRINTON I. WILL BRANCH	150,666	154,537

CRESTWOOD BRANCH		
Number of volumes at end of previous month	21,492	
Number of volumes added this month	121	
TOTAL	21,613	
Number of volumes lost/withdrawn this month	11	
TOTAL CRESTWOOD BRANCH	21,602	22,342

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	331,923	334,270
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