

YONKERS PUBLIC LIBRARY
BOARD MEETING
RIVERFRONT LIBRARY
FEBRUARY 20, 2014

ATTENDANCE

TRUSTEES:	Nancy Maron Curtis Kendrick Alexandre Olbrecht Jim Buckley Gregory Arcaro
LIBRARY DIRECTOR:	Stephen E. Force
DEPUTY DIRECTOR:	Edward Falcone
BUSINESS MANAGER:	Barbara Quis
ADMINISTRATIVE SECRETARY:	Sarah McAllister
YONKERS REPRESENTATIVE ON THE WLS BOARD OF TRUSTEES:	None
UNION REPRESENTATIVE:	Cheryl Johnson, Clerk I Typist Riverfront Library
STAFF REPRESENTATIVE:	Rose Bannister, Clerk III Business Office, Riverfront Library

The Board meeting began at 7:05 p.m.

MINUTES

On motion of Tr. Kendrick, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of January 22, 2014.

DIRECTOR'S REPORT

Director Force informed the Board members that he, Deputy Director Falcone, and Business Manager Quis attended a budget hearing at City Hall today. Andrew Lenney and John Jacobson from the COY Finance Department, as well as Annie Huang from the Mayor's office were in attendance. Director Force said that the proposed opening of the Library on two scheduled holidays was well received at the meeting as well as keeping the Library open on Sundays. Director Force did press the urgency that book money is very low and he was told that the matter would be priority. Director Force was informed at the meeting that the City has no plans at this time to have money in the budgets for salary increases. A discussion ensued among the Board members regarding the Operating Budget.

Director Force advised the Board members that the YPL Foundation met on January 23, but due to the inclement weather only a few members attended the meeting. Another meeting to elect officers will be scheduled.

Director Force invited Trustees for a tour of the Riverfront Library with our guest Council Member Corazon Pineda on March 6th at 10 a.m. He informed Board members that March 26 is the Annual Women in Business Luncheon from 12-2. Business Manager Quis offered to e-mail the details to the Trustees.

DEPUTY DIRECTOR'S REPORT

Deputy Director Falcone informed the Board members that there are sufficient funds in the current capital budget to advance the Technology Training Room project to the construction documents phase and on to initial construction. Mr. Falcone will contact the architect to continue work on the project while we wait for news on the two outstanding grants. An invitation will be extended to the Lothrop Associates architect to attend an upcoming Board meeting to explain his master plan proposal in more detail.

Deputy Director Falcone addressed Tr. Olbrecht's question regarding salt and other supplies in the event of future snowstorms. He assured the Board members that the Library has sufficient means should another snow event occur.

The CCTV project is nearly completed at the Riverfront Library and Deputy Director Falcone is predicting that in early March the system will be in full operation.

Deputy Director Falcone reported that the DASNY grant has been successfully submitted to Albany.

Deputy Director Falcone advised the Board members that due to delays in the Fiscal Year 2014 capital budget, any boiler repairs and the Façade Project at Grinton I. Will Branch are on hold, as well as the new book budget.

A discussion ensued among Board members regarding circulation statistics.

UNION REPRESENTATIVE'S REPORT

Union Representative, Cheryl Johnson, said the Library staff had concerns that they are taking home less money in each paycheck due to there being 27 paychecks this year. Business Manager Quis, explained that this is something that the City enacted for all City employees and that it is done every time there are 27 paychecks in one calendar year. Ms. Johnson also raised the issue of upcoming contract negotiations and whether or not raises will be retroactive. Tr. Olbrecht said the Board cannot address potential negotiations. Staff Representative Bannister pointed out that if the City of Yonkers does not have the funds for raises at the time of negotiation there will be no raises.

STAFF REPRESENTATIVE'S REPORT

Staff Representative, Rose Bannister had nothing to report.

WLS REPORT

Director Force reported that Mary Amato, WLS Representative, who did not attend this meeting, informed him that there will be a Trustee Institute on May 2 and May 3 at the Mariott Hotel.

PERSONNEL REPORT

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

Vishnu Viswanadh, P/T Page, \$9.35/hr., eff. 1/18/14

Zahra Edwards, P/T Page, \$9.05/hr., eff. 2/1/14

Vivian Zapata, P/T Page, \$8.00/hr., eff. 2/8/14

The Board acknowledged the following resignations:

Kevin Bajana, Personal Computer Tech., \$51,631, eff. 2/7/14

Zipporah Osei, P/T Page, \$8.00/hr., eff. 1/29/14

Virginia Smacchia, P/T Page, \$9.05/hr., eff. 1/31/14

COMMITTEE REPORTS

Budget & Planning: Maron, Kendrick, Olbrecht, Buckley

Tr. Kendrick reported that his Committee met via conference call to set goals for this year:

To support the Library Director in securing funding for the 2015 budget

To support the Deputy Director in undertaking a master plan in the overall strategic planning process

To establish a budget review process for the 2015/2016 cycle

To improve financial reporting and other impact metrics

Finance: Maron, Olbrecht, Buckley, Margand

On motion of Tr. Buckley, seconded and unanimously carried, the Board approved rolling over the following Certificate of Deposit:

2/1/14 Contributions Fund, Sterling National Bank, 12 Mo. CD, 0.75%, \$25,000.00.

Tr. Olbrecht agreed to research policy guidelines for investments.

Employee Relations: Maron, Buckley, Margand

Buildings & Grounds: Maron, Lemiech-Iervolino, Arcaro

Tr. Arcaro said that he would like to meet with Deputy Director Falcone to see if assistance can be given to him in his dealings regarding Building & Grounds.

Fundraising & Development: Maron, Kendrick, Olbrecht, Margand

Tr. Maron said that she will be meeting with Mr. Schneider, President of the YPL Foundation, Friday, February 28.

RATIFICATION OF BILLS

On motion of Tr. Arcaro, seconded and unanimously carried, the Board approved ratification of bills as listed on Schedule #741.

UNFINISHED BUSINESS - None

NEW BUSINESS - None

NEXT BOARD MEETING DATE – Wednesday, March 12, 2014, 7:00 p.m., Grinton I. Will Branch.

The Board Meeting was adjourned at 9:05 p.m.

Stephen E. Force
Library Director & Secretary