

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
GRINTON I. WILL BRANCH  
JULY 22, 2013

**ATTENDANCE**

TRUSTEES:	William E. Sheerin Nancy Maron Jim Buckley Jennifer Lemiech-Iervolino John Margand Alexandre Olbrecht Gregory D. 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:	Mary Amato
UNION REPRESENTATIVE:	None
STAFF REPRESENTATIVE:	Colleen Cox, Clerk I Grinton I. Will Branch

Natalie Petit, Girl Scout Troup Number 2786, along with her mother, Leslie Petit were in attendance to discuss the possibility of starting a monthly reading club for children at the Crestwood Branch with the objective to obtain the Girl Scout Gold Star. She presented her idea to the Board members stating that such a

club could continue in the future with other volunteers. She expressed hopes to eventually extend the book club to young teens as well. Tr. Maron suggested to Ms. Petit that she draft a plan as to who would be heading her program if it were to continue in the future. Deputy Director Falcone will hear from Ms. Petit once her club is formulated. Leslie Petit suggested to Board members that more programs with different venues be implemented at the Crestwood Branch. She also suggested recruiting Eagle Scouts to help restore the flagpole at the Crestwood Branch.

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

### **MINUTES**

On motion of Tr. Maron, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of June 17, 2013.

### **DIRECTOR'S REPORT**

Director Force told the Board members that on Thursday, July 25, County Executive Rob Astorino will be meeting with senior citizens at Grinton I. Will Branch in the Flynn Room at 1:00 p.m., as well as the Crestwood Branch on September 6.

Director Force advised the Board members that on Wednesday, July 24, Attorney General Eric Schneiderman will be at the Riverfront Library to conduct workshops in the afternoon. On the same day a peaceful demonstration is expected to take place in front of the Riverfront Library.

Director Force informed the Board members that on August 27, 2013 at 10:30 a.m., Detective Robert Montalvo from the Yonkers Police Department Intelligence Unit will conduct a meeting at the Riverfront Library with Library department heads to discuss security procedures. They will assist department heads in formulating a security policy.

Director Force distributed copies of the Library's Staff Manual to the Board members.

### **DEPUTY DIRECTOR'S REPORT**

Deputy Director Falcone updated the Board members regarding the elevator repair at Grinton I. Will Branch. He is working with a consultant who will help bid for new mechanical parts to reconstruct the elevator by early this fall. Unfortunately, during the repair, the elevator will be inoperable for 7-9 weeks. The cost is estimated to be \$250-\$275,000.

Deputy Director Falcone said that Mary DiChiara of Grinton I. Will Branch Tech processing Department reported that their cataloging is up to date. He stated that he will provide extra help for the department if, and when, it is warranted.

Deputy Director Falcone and Director Force will be meeting with the contractor this Thursday for an update on the design phase of the façade project at Grinton I. Will Branch. The architect will be working on the construction documents that contractors will need to see for bidding purposes. Deputy Director said he would have more information for the Trustees at the next Board meeting.

Deputy Director Falcone stated that although the Library received a grant from the State to assist with the CCTV project, the bidding process for the project did not go well and the City decided not to follow through with the project. He informed the Board members that he met today with a consultant who is very knowledgeable regarding CCTV. The consultant will send a proposal to Deputy Director Falcone by next week.

Deputy Director Falcone told the Board members that he is working with an architect to design an enclosed space for a technology room on the 3<sup>rd</sup> floor at Riverfront Library. The space will be planned as a high-tech, multi-purpose classroom/training room setting. Aside from money granted to the Library from the Mayor for upgrading technology to help finance this project, Deputy Director Falcone is currently working to obtain another grant from the State. Deputy Director Falcone informed the Board members that Assembly member Shelley Mayer has also indicated on several occasions that she will assist in obtaining grant money to help cover the cost of this project.

Deputy Director Falcone apprised the Board members that he was informed by the Riverfront Library building engineer that the City has released monies to fix both elevators (2<sup>nd</sup> elevator and freight elevator) as well as the emergency generator which were all damaged by the hurricane. The building engineer stated that the air conditioner controls, fire alarm controls, and the front steps are still in need of repair.

Deputy Director Falcone addressed Tr. Buckley's inquiry regarding the reported low circulation statistics. Deputy Director Falcone stated that although we have many new materials to offer, the construction on Tuckahoe Road along with the disrepair of the Grinton I. Will Branch elevator have been impediments regarding patron visits. However, he stated, the Library is very busy with programs in all 3 branches and he is expecting circulation to rise with the start of Sunday services.

Deputy Director Falcone responded to Tr. Maron's observation of YPL's staff involvement, interest and attendance at seminars. He stated that the staff is always more than eager to be updated and educated for the betterment of the Library.

### **UNION REPRESENTATIVE'S REPORT** - None

### **STAFF REPRESENTATIVE'S REPORT**

Staff Representative Colleen Cox, Clerk I, stated that the Library staff is very enthusiastic that contract negotiations are underway and everyone is mindful that pay increases have been long overdue. She said that attendance at union meetings has increased. Dr. Sheerin responded that she please convey to staff members the Board's appreciation for their dedication and fine work.

### **WLS REPORT**

WLS Representative Mary Amato stated that there was a unanimous vote by WLS Board members to not accept e-rate funds to support children's internet filtering. She said that on October 2, 2013 there will be a Trustee Institute regarding Strategies on Sustainable Funding. The WLS Annual Meeting will be held on November 14, 2013 at the School for the Deaf in White Plains.

### **PERSONNEL REPORT**

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

Hadil Sarrar, P/T Page, \$7.25/hr., eff. 7/6/13  
Emily White, P/T Page, \$7.25/hr., eff. 7/10/13  
Carlos Bermeo, Custodial Worker, \$35,550/yr., eff. 7/19/13

The Board acknowledged the following retirement:  
Forrest Mitchell, Custodial Worker, \$41,615/yr., eff. 7/4/13

The Board acknowledged the following termination:  
Sharon Cardona, P/T Page, \$9.05/hr., eff. 6/15/13

The Board acknowledged the following resignations:  
Emma Smith, P/T Page, \$7.25/hr., eff. 6/18/13  
Adjoa Gyimah, P/T Page, \$7.25/hr., eff. 6/26/13

## **COMMITTEE REPORTS**

**Budget & Planning:** Sheerin/Buckley/Maron/Olbrecht

**Finance:** Sheerin/Buckley/Margand/Olbrecht

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

7/25/2013 John Jutkowitz Theater Fund, Sterling National Bank, 12 Mo.  
CD, \$10,246.15, 0.87%

**Employee Relations:** Sheerin/Buckley/Margand/Olbrecht

**Buildings & Grounds:** Sheerin/Lemiech-Iervolino/Arcaro

**Fundraising & Development:** Sheerin/Margand/Maron/Olbrecht

## **COMMUNICATIONS**

### **PAYMENT OF BILLS**

On motion of Tr. Buckley, seconded and unanimously carried, the Board approved Payment of Bills as listed on Schedule #734.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

On motion of Tr. Olbrecht, seconded and unanimously carried, the Board approved authorization for Deputy Director Falcone to apply for a State Construction Grant relating to the proposed Technology Training Room at Riverfront Library.

Tr. Arcaro suggested conducting the Board meeting in a larger area to accommodate the public. He recommended more visible advertising of the Board of Trustee meeting dates to the public.

**NEXT BOARD MEETING DATE** – Wednesday, September 18, 2013, 7:00 p.m., Crestwood Branch.

The Board Meeting was adjourned at 8:25 p.m.

Stephen E. Force  
Library Director & Secretary

