

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
GRINTON I. WILL BRANCH  
December 15, 2016

**ATTENDANCE**

TRUSTEES:	Nancy Maron Derrick Touba Stephen Jannetti Jim Buckley Anietra Guzman-Santana
GUEST SPEAKERS:	Russell Davidson, KG&D Associates Christian Zabriskie, Branch Administrator, Grinton I. Will Branch
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:	None
UNION REPRESENTATIVE:	None

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

**MINUTES**

On motion of Tr. Touba, seconded and carried, the Board approved the Minutes of the Board Meeting of November 17, 2016

## **STAFF PRESENTATION**

Christian Zabriskie, Branch Administrator, Grinton I. Will Branch briefed the Board members on his background and experience, and outlined some of the projects he is currently working on. One such project is the 'History Incubator', a small recording space on the mezzanine that will be used for oral history recordings. He is looking forward to using other mezzanine-level space to accommodate senior services, veteran services, school tutoring, and hopefully homeless assistance services. Branch Administrator Zabriskie told the Board members that he is very impressed with his staff's enthusiasm and cooperation with regard to changes and any improvements he has implemented to better the Branch and to promote positive interaction with patrons.

## **DIRECTOR AND DEPUTY DIRECTOR MANAGEMENT REPORT**

Director Falcone referred Board members to the management report. The language and the design of the YPL strategic plan is now finalized, and we can now begin to distribute and implement it. The State Division of Library Development has been notified about the Plan's completion and the variance has been lifted.

The capital budget has allotted the Library partial funding for books and materials, as well funds to design a new boiler for Grinton I. Will Branch. Additional CIP funds will be made available this summer for other projects.

Director Falcone said that Assemblywoman Shelley Mayer has expressed an interest in obtaining funding for Crestwood Branch's handicapped accessibility. Deputy Director Susan Thaler is working with the COY engineering department to obtain a feasibility study.

The student card library program is in its beginning stages. IT personnel on both sides are working out the exchange of student data, and a Board of Education administrator is drafting a contract for us to sign.

On December 2-4<sup>th</sup>, the Grinton I. Will and Crestwood branches held a fundraising event at Barnes & Noble, and a portion of book sales on those days will be donated to the Yonkers Public Library as a store credit.

Deputy Director Thaler has been compiling information to obtain museum passes for patron usage. We expect to begin purchasing some passes beginning in January.

Deputy Director Thaler attended a Corning Glass works planning meeting. The Yonkers Public Library has been invited to help with their programming

for the company's 150<sup>th</sup> anniversary in April 2018. Corning's barge will begin in Brooklyn, stopping in Yonkers, and travel up the Hudson carrying art exhibits and glass-blowing demonstrations.

**UNION REPRESENTATIVE'S REPORT** – None

**WLS REPORT** – None

**PERSONNEL REPORT**

On motion of Tr. Buckley, seconded and unanimously carried, the Board ratified 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

The Board acknowledged the following resignation:

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

**COMMITTEE REPORTS**

**Finance, Budget & Planning:** Maron, Arcaro, Jannetti

In a letter to all COY departments, Budget Director Andrew Lenney stressed the need to keep all requests for new staff and other expenses to a bare minimum, as next year is promising to be a difficult one for the City.

Tr. Guzman-Santana distributed an Outreach list to the Board members to start the process of rolling out the strategic plan to the community. Trustees were asked to choose several agencies that they would focus on.

**Employee Relations:** Maron, Buckley

**Buildings & Grounds:** Maron, Touba, Buckley

**Fundraising & Development:** Maron, Arcaro, Jannetti

Director Falcone told Board members that Cliff Schneider expressed intentions to resign his position as President of the Yonkers Public Library Foundation in January.

**FAÇADE PROJECT UPDATE**

Russell Davidson, Architect, KG&D distributed to the Board members a price breakdown and renderings pertaining to the Grinton I. Will façade project. He

stated that bidding will take place in January. A discussion ensued among Board members.

**PAYMENT OF BILLS**

On motion of Tr. Buckley, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #774.

**UNFINISHED BUSINESS**

The Contributions account was reviewed at this meeting. It had been used recently to fund attendance at the November NYLA Conference. Potential expenses going forward could include the museum program and the handicap access feasibility study for Crestwood.

**NEW BUSINESS**

On motion of Tr. Jannetti, seconded and unanimously carried, the Board approved the revision to the Children’s Room Behavior Policy.

Plans for a Staff Development Day were discussed with the Board members. Authorization was given for a full-day closing, on a date to be determined.

**NEXT BOARD MEETING DATE** - Thursday, January 26, 2017, 7:00 p.m., Riverfront Library.

The Board meeting was adjourned at 9:10 p.m.

Edward Falcone  
Library Director & Secretary

Section II.A.  
POLICY ON USE OF CHILDREN’S DEPARTMENTS  
December 15, 2016

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.

Adopted by the Library Board of Trustees  
December 15, 2016

REPLACES:

Section II.A.1. (November 1990)  
Section II.A.2. (March 2007)