

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 November 17, 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