

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
GRINTON I. WILL BRANCH  
APRIL 23, 2013

**ATTENDANCE:**

TRUSTEES:	William E. Sheerin Nancy Maron Jim Buckley Jennifer Lemiech-Iervolino John P. 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:	None
UNION REPRESENTATIVE:	None
STAFF REPRESENTATIVE:	None

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

## **MINUTES**

On motion of Tr. Olbrecht, seconded and unanimously carried, the Board approved the Minutes of the Board Meeting of March 27, 2013.

## **DIRECTOR'S REPORT**

Director Force announced that the Mayor has released the Executive Budget which is almost exactly the same as last year's budget except for the inclusion of money for Sunday service. Director Force feels that collectively a good job was done by the Board members appealing the Library's cause. The Library's budget hearing with the City Council is scheduled for May 15, 2013 at 3:30 p.m. Tr. Olbrecht and Tr. Maron will compose a brief presentation for the Budget Hearing meeting.

Director Force distributed copies of the total Adopted Budget figures for the years 2009 through 2013 which indicate that the Library has been operating with a \$3,443,983 deficit during these years.

Director Force and Tr. Margand met with Mr. Pierorazio, Superintendent of Yonkers Public Schools. Adult education was discussed at the meeting and as a result, two adult ESOL classes will be held at Grinton I. Will Library along with three internships for Yonkers Public School students. Director Force informed the Board members that this collaboration will result in more future positive educational programs for the public.

## **DEPUTY DIRECTOR'S REPORT**

Deputy Director Falcone informed Board members that Grinton I. Will Branch has a new printer and new computers in the computer lab, which the public really appreciates.

Deputy Director Falcone told the Board members that an exploration with WLS for ways to provide WIFI signals to the new Daylighting Park across the street from Riverfront Library worked well. He is considering meeting with the Planning Dept. to help with funding, but he said we might be able to do it on our own.

Deputy Director Falcone updated the Board members about the Riverfront Library basement regarding damages from Hurricane Sandy. He said the walls have been painted and the floor tiles are just about completed. Riverfront Library's building manager stated that the City is signing off for a new generator and new elevators. Deputy Director Falcone is hoping that it will all be done in a couple of months. He informed the Board members that the print shop will be relocated to the 4<sup>th</sup> floor at Riverfront Library.

Deputy Director Falcone advised the Board members that next year's proposed capital budget is \$2,000,000 for the Grinton I. Will Branch façade project. There is also money to replace the boilers in Grinton I. Will Branch. The book budget for 2014 will be reduced.

Deputy Director Falcone presented the idea of phasing out overdue fines, reminding the Board that fines for children's books were eliminated five years ago with no negative consequences. He feels that it is a progressive idea to explore, and that there were better ways to insure that books are returned on time (for instance, blocking the borrowing of new material until overdue items are returned). The Board was generally favorable, but many details needed to be worked out. Deputy Director Falcone was authorized to continue exploring the idea and to collect information on how this was being implemented in other libraries.

Deputy Director Falcone addressed Dr. Sheerin's questions regarding circulation statistics still being down. Deputy Director Falcone advised him that there are boxes of new books still waiting to be opened, logged and counted. He is working with our main vendor, Baker & Taylor, to see if they can get some of the material delivered pre-processed so books are ready to be shelved right out of the box. Deputy Director Falcone will be meeting with a representative from Baker & Taylor to see if it is financially feasible to do this.

**UNION REPRESENTATIVE'S REPORT** - None

**STAFF REPRESENTATIVE'S REPORT** - None

**WLS REPORT** - None

## **PERSONNEL REPORT**

On motion of Tr. Margand, seconded and carried by a vote of 6 to 1, the Board ratified the following appointment:

Cheryl Amoyaw, P/T Page, \$9.35/hr., eff. 3/23/13

## **COMMITTEE REPORTS**

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

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

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

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

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

## **COMMUNICATIONS**

Dr. Sheerin told Board members that letters will be sent to all councilmen enclosing the Advocacy document.

## **PAYMENT OF BILLS**

On motion of Tr. Olbrecht, seconded and unanimously carried, the Board approved Payment of Bills as listed on Schedule #731.

**UNFINISHED BUSINESS** - None

**NEW BUSINESS**

Tr. Lemiech-Iervolino inquired about the library's employee background check policy and asked that it be reviewed.

Dr. Sheerin suggested placing posters at the Circulation desks in the Library urging patrons to attend the budget hearing on May 15, 2013 at 3:30 p.m.

Tr. Lemiech-Iervolino recommended to the Board that Trustees be advised in advance if guest speakers will be attending a Board meeting.

Dr. Sheerin referred to Riverfront Library Branch Administrator, Susan Thaler's quarterly report regarding heightening security. On March 14, 2013 a police officer and a detective did a security walk-through at the Riverfront Library for an assessment. Officer O'Rourke will make a list of recommended steps that can be taken to make the Library as safe as possible for the staff and the public. Ms. Thaler also suggested an officer conduct a work shop for staff on how to handle volatile situations. Dr. Sheerin commended the diligence shown on behalf of Ms. Thaler and he recommended reviewing the Library's current security policies for any updating that may apply for all three branches.

Director Force told Board members that he will contact the Police Commissioner regarding safety procedure recommendations.

Deputy Director Falcone informed the Board members that the CCTV project, which is an extremely effective security measure, has been at a standstill. He said that he, along with Director Force, went to the Purchasing Manager's office last week to ask him to get this project started again. Deputy Director Falcone said that he would look into grant monies for a CCTV project for Grinton I. Will Branch and Crestwood Branch.

On motion of Tr. Buckley, seconded and unanimously carried, the Board approved closing the Library on Saturday, May 25, 2013.

**NEXT BOARD MEETING DATE** – Thursday, May 23, 2013, 7:00 p.m., Grinton I. Will Branch.

The Board Meeting was adjourned at 9:00 p.m.

Stephen E. Force  
Library Director & Secretary