

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, March 17, 2022

Join Zoom Meeting

<https://us06web.zoom.us/j/87120545156>

Meeting ID:

871 2054 5156

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**YONKERS PUBLIC LIBRARY
AGENDA FOR BOARD MEETING
MARCH 17, 2022**

MINUTES

[ACTION ITEM] Approve Minutes of Meeting on February 17, 2022.

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

WLS REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointments:

Moudud, Aliya, P/T Page, \$15.00/hr, eff. 2/25/2022

Ward, Natique, P/T Page, \$15.00/hr, eff. 2/25/2022

Luke-Aleman, Zaivy, P/T Page, \$15.00hr, eff. 3/11/2022

COMMITTEE REPORTS

Finance, Budget & Planning- Maron, Jannetti (chair), Sabatino

Employee Relations – Maron, Puglia (chair), Duggan

Buildings & Grounds – Maron, Giuffrida (chair)

Policy – Maron, Ilarraza (chair), Puglia, Sabatino

Fundraising & Development – Maron (chair), Jannetti

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #837



UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

NEXT MEETING DATE

Thursday, April 21, 2022



YONKERS PUBLIC LIBRARY
BOARD MEETING
ELECTRONIC MEETING
FEBRUARY 17, 2022

ATTENDANCE

TRUSTEES:	Nancy Maron Stephen Jannetti Joseph Puglia Hon. Michael Sabatino Stephan Giuffrida, M.D. Patricia Duggan
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Trustee Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Alan Houston, Zahra Baird, Arnaldo Torres, Rose Bannister, Emily Power, Eileen Fusco, Phyllis Cole, Elizabeth Caruso

The Board Meeting was held electronically via ZOOM ®, Conference ID# 844 6132 4798

The Board Meeting began at 7:00 pm.

MINUTES

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved the Minutes of the Annual Meeting of January 13, 2021.

MANAGEMENT REPORT

Director Montero updated the Board on the status of COVID-19 at Yonkers Public Library. He reported no new cases among the staff since the last meeting, when he reported nine staff had tested positive. He remarked that case levels of the latest omicron variant of the virus appears to have fallen as rapidly as it rose. As a result, YPL ended its hybrid-staffing model where some staff worked from home and restored some limited in-person programming on



January 31, although the requirement for staff and patrons to wear a mask in public areas of the building remain.

Director Montero acknowledged that Governor Hochul had recently lifted New York State's mask mandate in most venues except for schools, public transit and hospitals or medical facilities. Citing falling case levels, the imminence of school mask policies ending and the growing difficulty of enforcing patron compliance, he advised the Board that he was inclined to end the library's mask policy and asked the Board for their support to end the policy as early as March 1 or whenever appropriate.

Director Montero announced several new collections and programs celebrating Black History Month, specifically highlighting a Periodic Table of Black History display at Riverfront Library, the upcoming program Redlining and Its Lasting Impact on Black Communities and several dance programs. He thanked the staff for their creativity and initiative in planning and promoting the activities, specifically praising the appearance of the new marketing and promotional material.

Director Montero updated the Board on the ongoing shifting and relocation projects at Grinton I. Will Library. He shared before-and-after illustrations of the newly relocated Fine Arts and Young Adult sections and the refreshed appearance of the Main Reading Room and Children's Room. He expects the next project would include relocating CDs and music to the Fine Arts section and update the Young Adult section with new furniture and electronic equipment. He thanked the circulation and custodial departments at Will Library for planning and coordinating the project.

Assistant Director Porteus updated the Board on the progress of the marketing department and its changes. She announced that the first phase of the redesign was recently completed and consisted of updated print and digital marketing material with higher quality graphics and color-coded schemes as well as smaller updates to the website. She said the second phase would consist of replacing all of the signage at the individual libraries and was hopeful this phase would be complete at Will by April, and Riverfront and Crestwood shortly thereafter. The third phase would be a redesign of YPL's logo and would begin upon the start of the new fiscal year. She thanked graphic artist Mario Pereira for his instrumental role in designing and producing the changes.

Director Montero announced that Westchester Library Association recently honored Alan Houston, reference librarian at Will Library, with the first Bonnie Katz Award. Some of Mr. Houston's accomplishments include organizing several vaccination clinics with New York State of Health and presenting popular programs such as the Telehealth Intervention Program for Seniors (TIPS) and Senior Law Day. The award is given to Westchester public librarians whose passionate dedication and commitment to patrons and communities reflect the spirit of the late Bonnie Katz from the Ossining Public Library. Hr. Houston spoke about the honor of an award in her name and thanked his colleagues for the nomination and support.

Following the conclusion of the management report, Director Montero asked the Board to consider his request to end the library's policy of requiring the public and staff to wear a mask while in its building as early as March 1, or whenever appropriate. After some discussion on the state of the pandemic and mask mandates, the Board reaffirmed its support of Director Montero's authority to modify the library's code of conduct, specifically the use of library space and mask requirements, as



needed in light of changing conditions and until the Board chooses to terminate that authority. Director Montero thanked the Board for their support and confidence.

UNION REPRESENTATIVE'S REPORT

Union Representative Neider reported that the staff respect each other in areas where some other staff may believe masks should still be worn and the majority of the staff support the termination of the mask policy, as other City departments have already done.

WLS REPORT

Trustee Puglia announced that WLS is hosting a trustee-gathering event on February 23 designed to promote participation of member library trustees and he invited all YPL trustees to attend.

Trustee Puglia also announced that New York State is considering removing the Mount Vernon Public Library (MVPL) Board of Trustees for failure to follow state protocol and fiscal mismanagement and he expressed his concern for repercussions in neighboring libraries should MVPL close. The Board discussed the controversy at length, specifically the misappropriation of millions of dollars and its designation as central library for Westchester County. Director Montero explained the purpose of a central library but did not believe a change in its status would significantly affect WLS member libraries and did not believe it would be appropriate for other member libraries to try to take that status.

PERSONNEL REPORT

On motion of Trustee Sabatino, seconded and unanimously carried, the Board ratified the following appointments:

Bannister, Roseanne, Permanent Clerk IV, \$62,824.00/yr, eff. 1/21/2022
Grady, Khanliah, Permanent Principal Library Clerk, \$53,206.00/yr, eff. 1/21/2022
Pinto, Victoria, P/T Page, \$15.00/hr, eff. 1/21/2022
Sibaweih, Hofsat, P/T Page, \$15.00/hr, eff. 1/28/2022

Acknowledged the following terminations:

McManus, Carmela, P/T Page, \$15.00/hr, eff. 1/22/2022

COMMITTEE REPORTS

Board President Maron asked for volunteers to serve as chairs of the standing committees to periodically update the Board on its progress.

Finance, Budget & Planning- Maron, Jannetti, Sabatino
Trustee Jannetti volunteered to chair.

Employee Relations – Maron, Puglia, Duggan



Trustee Puglia volunteered to chair.

Buildings & Grounds – Maron, Giuffrida
Trustee Giuffrida volunteered to chair.

Policy – Maron, Ilarraza, Puglia, Sabatino
Board President Maron appointed Trustee Ilarraza chair.

Fundraising & Development – Maron, Jannetti
Board President Maron volunteered to chair.

Foundation Update: Trustee Maron confirmed Wednesday, May 11, 2022 as the date of the gala at Will Library. She announced that the Foundation had formed a committee to plan ticket and sponsorship sales and asked for assistance from trustees and management. Trustee Jannetti and Assistant Director Porteus offered their assistance.

PAYMENT OF BILLS

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedule #836.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

NONE

EXECUTIVE SESSION

Board President Maron motioned the Board into Executive Session at 7:48 pm to discuss a personnel matter. The session ended at 8:01 pm.

NEXT BOARD MEETING DATE – Thursday, March 17, 2022

On motion of Trustee Sabatino the Meeting adjourned at 8:02 pm.

Jesse Montero
Library Director & Secretary



Yonkers Public Library

Bill List February 2022

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS				
AMAZON.COM		MATERIALS	2/28/2022	19.43
B&H PHOTO		OLYMPUS DIGITAL CAMERAS	2/18/2022	2,081.60
DEMCO, INC.		MEDIA POUCHW/ZIPPER-BLUE	2/18/2022	178.23
HUDSON RIVER MUSEUM WESTCHEST		MATERIALS	2/28/2022	455.06
MARION JONES ARCHER-REVELATORS		AFRICAN DANCE PROGRAM:2/19/2022	2/28/2022	1,000.00
NICHOLAS, PHILLIP		WEST INDIAN GENEALOGY PROG	2/18/2022	150.00
PEREIRA, TERESA		PAINTING WORKSHOP-BLACK HIST	2/28/2022	200.00
WESTCHESTER COUNTY HIST SOCIET		MATERIALS	2/28/2022	233.00
TOTAL				4,317.32
CONTRIBUTIONS FUNDS				
AMERICAN EXPRESS		NETWORK SOLUTIONS	2/2/2022	4.79
BUTLER, MAUREEN M.		HOMEWORK HELPER-CRESTWOOD	2/16/2022	45.00
CAMPOVERDE, ANGELICA		HOMEWORK HELPER-RIVERFRONT	2/22/2022	247.50
CAMPOVERDE, ANGELICA		HOMEWORK HELPER-RIVERFRONT	2/2/2022	300.00
FRIENDS OF NEW ROCHELLE PUB LIB		THE BRONX:THE WAY IT WAS	2/9/2022	40.00
GIBBONS FAMILY FITNESS		NUTRITION CLASS (2)-LAWRENCE FD	2/16/2022	290.00
HAWKINS, SARAH		HOMEWORK HELPER-CRESTWOOD	2/22/2022	180.00
HAWKINS, SARAH		HOMEWORK HELPER-CRESTWOOD	2/16/2022	270.00
HUDSON VALLEY SEED COMPANY		WESTCHESTER COUNTY FUND	2/9/2022	2,093.63
PRESEDO, VIVIAN		REIMB EXPENSE: WACKY BUTTONS	2/11/2022	102.36
TOTAL				3,573.28



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
February 2022

Date	Num	Memo	Amount
Abbey Ice			
02/11/2022	61087	spring water	72.50
02/17/2022	58767	spring water Riverfront	53.00
02/17/2022	60103	spring water Riverfront	40.00
02/18/2022	174635	water cooler Crestwood	33.00
02/18/2022	174727	rental equipment Riverfront	47.25
Total Abbey Ice			245.75
Acevedo, Zafiro			
02/11/2022	010622	children educational worksho...	49.55
02/11/2022	010622	children educational worksho...	25.45
02/11/2022	121321	children educational bilingual ...	150.00
Total Acevedo, Zafiro			225.00
Amazon.com			
02/25/2022	439835963753	office supplies	238.29
02/25/2022	479443837758	privacy screen	12.99
02/25/2022	597945994876	bulletin board	62.99
02/25/2022	675435976635	materials	18.08
02/25/2022	678337566873	office supplies	377.74
02/25/2022	777896949954	program supplies	2.00
02/25/2022	777896949954	program supplies	27.98
02/25/2022	784895846765	coin cell batteries	6.79
02/25/2022	838576368589	contact-free delivery supplies	138.62
02/25/2022	867996335984	program supplies	68.99
02/25/2022	959943547669	office supplies	122.50
02/25/2022	976678893695	office supplies	18.96
02/25/2022	464674893355	program supplies	209.94
02/25/2022	665399644695	foam boards	55.99
02/25/2022	768375576746	program supplies	116.10
02/25/2022	836588366854	spanish materials	87.16
02/25/2022	876763896469	plexiglass sheets	99.99
02/25/2022	986375474638	spanish materials	125.10
02/25/2022	994598447458	laminating pouches	33.62
02/28/2022	665538655647	acrylic holders	32.99
02/28/2022	736677889363	materials	38.93
02/28/2022	798778767889	office supplies	11.99
02/28/2022	876358975338	program supplies	139.92
02/28/2022	454886838587	tally counter	27.90
Total Amazon.com			2,075.56
American Express			
02/09/2022	12122AE	materials, office supplies, soft...	124.34
02/09/2022	12122AE	materials, office supplies, soft...	72.13
02/09/2022	12122AE	materials, office supplies, soft...	189.36
02/09/2022	12122AE	materials, office supplies, soft...	119.00
02/09/2022	12122AE	materials, office supplies, soft...	140.00
Total American Express			644.83
American Paper Supply Co.			
02/25/2022	J1292365	janitorial supplies	749.10
Total American Paper Supply Co.			749.10
Amoils, Roseanne			
02/09/2022	95RA	job coach 1/5-1/26/22 zoom	977.50
Total Amoils, Roseanne			977.50
Arch For Kids			
02/25/2022	435	Cozy Winter Cottage worksho...	300.00
Total Arch For Kids			300.00
B & H Photo			
02/25/2022	199066412	Quadro Graphic Card	563.97



YONKERS PUBLIC LIBRARY
 Bill List- Operating Account
 February 2022

Date	Num	Memo	Amount
Total B & H Photo			563.97
Baker & Taylor			
02/11/2022	DEC-21	materials	13,420.25
02/11/2022	DEC-21	materials	13,420.00
02/25/2022	JAN-22	materials	11,081.14
02/25/2022	JAN-22	materials	11,081.14
02/25/2022	JAN-22	materials	11,081.16
Total Baker & Taylor			60,083.69
Barnes & Noble			
02/09/2022	4202865	materials	80.75
02/09/2022	4205738	materials	201.95
02/09/2022	4209958	materials	261.09
02/09/2022	4212315	materials	661.14
02/09/2022	4215717	materials	920.71
02/18/2022	4045737	materials	667.34
02/18/2022	4088092	materials	504.50
02/18/2022	4142938	materials	190.31
02/18/2022	4147301	materials	191.08
02/18/2022	4152066	materials	220.22
02/18/2022	4152095	materials	298.64
02/18/2022	4152391	materials	207.88
02/18/2022	4152392	materials	280.59
02/18/2022	4147204	materials	231.08
Total Barnes & Noble			4,917.28
Bergamini, Gina			
02/25/2022	10252021	belly dance classes (zoom)	150.00
Total Bergamini, Gina			150.00
Blackstone Publishing			
02/11/2022	2020788	materials	41.60
02/11/2022	INV2011088	materials	41.60
02/11/2022	INV2015065	materials	41.60
Total Blackstone Publishing			124.80
Blue Shield Security & Protection Inc.			
02/14/2022	2022-2461-003 W	unarmed guard service 1/1-1/...	9,880.00
Total Blue Shield Security & Protection Inc.			9,880.00
Brodart			
02/11/2022	596196	library supplies	39.54
Total Brodart			39.54
Cablevision Lightpath			
02/17/2022	100717001	internet 1/1-1/31/22	5,233.55
02/17/2022	100717018	phones 1/1-1/31/22	3,556.86
Total Cablevision Lightpath			8,790.41
Cablevision Optimum			
02/09/2022	07803544469FEB22	cable boxes 2/1-2/28/22	16.80
02/17/2022	07803065546FEB22	cable box 2/8-3/7/22	8.40
Total Cablevision Optimum			25.20
Citadel Pest Control			
02/09/2022	4339	pest treatment	200.00
Total Citadel Pest Control			200.00
Con Edison (Consolidated Edison)			
02/11/2022	5909214217Feb22	gas charges 12/30/21-2/1/22	183.38
Total Con Edison (Consolidated Edison)			183.38



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 February 2022

Date	Num	Memo	Amount
Crown Janitorial			
02/09/2022	491207-2	janitorial supplies	49.68
02/25/2022	494813-1	janitorial supplies	1,747.14
Total Crown Janitorial			1,796.82
Demco			
02/09/2022	7073372	library supplies	23.15
02/11/2022	7076321	library supplies	160.13
02/11/2022	7076844	spine labels	80.18
02/17/2022	7080752	economy book tape	170.40
02/25/2022	7084622	classification labels	71.51
Total Demco			505.37
Displays2Go			
02/17/2022	PSI1941331	acrylic sign holders	378.34
Total Displays2Go			378.34
DPW PASNY			
02/22/2022	Dec-21	electric charges	6,269.08
02/22/2022	Dec-21	electric charges	559.95
Total DPW PASNY			6,829.03
Eagle Elevator Co. INC.			
02/11/2022	159689	elevator door replacement	7,972.20
Total Eagle Elevator Co. INC.			7,972.20
Ebsco			
02/11/2022	2201163	materials	114.93
02/11/2022	2201592	materials credit memo	-60.00
Total Ebsco			54.93
ESI Employee Assistance Group			
02/18/2022	45625	EAP services 3/1/22-2/28/23	3,500.00
Total ESI Employee Assistance Group			3,500.00
Gaylord Bros.			
02/11/2022	2751248	magnetic label holders	26.00
Total Gaylord Bros.			26.00
GovConnection			
02/09/2022	72313300	ink cartridges	1,452.57
02/09/2022	72323342	license for Mac 1	637.00
02/09/2022	2350263	cables	489.20
02/09/2022	72362025	Samsung Pro tv monitors	1,547.65
02/11/2022	72367626	coreldraw graphics 2021 lice...	531.75
02/11/2022	72380850	coreldraw graphics 2021 mai...	105.25
Total GovConnection			4,763.42
Grainger			
02/11/2022	9203286027	hardware	330.26
Total Grainger			330.26
Halpern, Michelle			
02/09/2022	12522MH	office supplies	25.99
Total Halpern, Michelle			25.99
Home Depot Credit Service			
02/09/2022	3070007	janitorial supplies	33.96
Total Home Depot Credit Service			33.96
Independent Publishers Group			



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 February 2022

Date	Num	Memo	Amount
02/18/2022	4890677	materials	0.90
Total Independent Publishers Group			0.90
Ingram Library Services			
02/11/2022	57105530	materials	31.29
02/11/2022	57168767	materials	54.69
02/11/2022	57423441	materials	19.18
02/11/2022	57477095	materials-esl	162.16
Total Ingram Library Services			267.32
ITG Larson, Inc.			
02/11/2022	3520	service agreement	13,559.00
Total ITG Larson, Inc.			13,559.00
Keane & Beane			
02/18/2022	76375	professional services 1/10-1/3...	1,153.00
02/18/2022	76376	professional fees 1/29; 1/31/22	399.00
Total Keane & Beane			1,552.00
Language Lizard LLC			
02/11/2022	14504	materials	167.90
Total Language Lizard LLC			167.90
Ledesma, Solyaris			
02/09/2022	2-1-22SL	zumba class (zoom)	75.00
02/11/2022	2-8-22	zumba class 2/8/22 (zoom)	74.81
02/11/2022	2-8-22	zumba class 2/8/22 (zoom)	0.19
02/18/2022	2-15-22	zumba class (zoom)	75.00
02/25/2022	2-22-22	zumba class 2/22/22	75.00
Total Ledesma, Solyaris			300.00
Lexis-Nexis/Matt Bender			
02/11/2022	29221366	materials	2,516.00
Total Lexis-Nexis/Matt Bender			2,516.00
Markowitz, Robert			
02/11/2022	2422RM	musical performances (zoom)	450.00
Total Markowitz, Robert			450.00
Metro Group, Inc.			
02/11/2022	PI 795066	cooling tower service 2/1-2/28...	836.50
Total Metro Group, Inc.			836.50
Midwest Tape			
02/09/2022	501467004	materials	41.96
02/09/2022	501467005	materials	170.68
02/09/2022	501467006	materials	437.43
02/09/2022	501467007	materials	61.52
02/09/2022	501467008	materials	12.59
02/09/2022	501467150	materials	11.24
02/09/2022	501407315	materials	295.15
02/09/2022	501407316	materials	86.77
02/09/2022	501407317	materials	41.98
02/09/2022	501407318	materials	1,759.49
02/09/2022	501408593	materials	13.29
02/09/2022	501408594	materials	164.45
02/09/2022	501408595	materials	174.86
02/09/2022	501408596	materials	15.29
02/09/2022	501533828	materials	178.40
02/09/2022	501533829	materials	161.67
02/09/2022	501534620	materials	297.78
02/09/2022	501534622	materials	219.70
02/09/2022	501534623	materials	125.25



YONKERS PUBLIC LIBRARY
 Bill List- Operating Account
 February 2022

Date	Num	Memo	Amount
02/09/2022	501534624	materials	11.99
02/09/2022	501534625	materials	17.49
02/09/2022	501534626	materials	188.98
02/09/2022	501566246	materials	61.57
02/09/2022	501566247	materials	100.78
02/09/2022	501566248	materials	79.03
02/09/2022	501566249	materials	17.49
02/09/2022	501566260	materials	13.99
02/09/2022	501566261	materials	145.51
02/09/2022	501566262	materials	94.43
02/09/2022	501443569	materials	192.35
02/09/2022	501443670	materials	76.96
02/09/2022	501443671	materials	510.22
02/09/2022	501443672	materials	11.19
02/09/2022	501443673	materials	11.24
02/09/2022	501443674	materials	59.46
02/09/2022	501443675	materials	41.96
02/09/2022	501443677	materials	48.94
02/09/2022	501500508	materials	32.87
02/09/2022	501502742	materials	207.85
02/09/2022	501502743	materials	70.66
02/09/2022	501502744	materials	27.27
02/09/2022	501502745	materials	48.96
02/09/2022	501502746	materials	79.05
02/09/2022	501502747	materials	41.67
02/11/2022	501595527	materials	67.17
02/11/2022	501595528	materials	530.11
02/11/2022	501595850	materials	94.45
02/11/2022	501595851	materials	55.97
02/11/2022	501595852	materials	39.58
02/11/2022	501595853	materials	37.78
02/11/2022	501595854	materials	58.04
02/11/2022	501621261	materials	21.69
02/11/2022	501621262	materials	38.47
02/11/2022	501621263	materials	32.98
02/11/2022	501621265	materials	73.45
02/11/2022	501621266	materials	12.74
02/11/2022	501621267	materials	180.54
02/11/2022	501621268	materials	55.99
02/11/2022	501621269	materials	81.14
02/11/2022	501621380	materials	197.29
02/18/2022	501653566	materials	34.98
02/18/2022	501653567	materials	227.41
02/18/2022	501653568	materials	226.72
02/18/2022	501653569	materials	53.86
02/18/2022	501657060	materials	25.48
02/18/2022	501657062	materials	109.83
02/18/2022	501657063	materials	125.92
02/18/2022	501657064	materials	41.98
Total Midwest Tape			8,884.98
Mitchell's NY			
02/18/2022	17790	subscription 12/24/21 thru 2/1...	1,770.40
02/18/2022	17791	subscription 12/22/21 thru 2/1...	1,384.00
Total Mitchell's NY			3,154.40
Multicultural Books and Video			
02/11/2022	21-0942B	materials	38.02
Total Multicultural Books and Video			38.02
National Business Furniture			
02/11/2022	ZK161316	office chair	298.10
Total National Business Furniture			298.10
North State Mechanical Corp.			
02/18/2022	1044	service call-no heat	750.00



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
February 2022

Date	Num	Memo	Amount
02/18/2022	1040	ac shutdown-heating start up	4,191.00
Total North State Mechanical Corp.			4,941.00
Open Systems Metro			
02/11/2022	69132	fire alarm monitoring	375.00
Total Open Systems Metro			375.00
Overdrive			
02/09/2022	01322CO22021105	materials	972.82
02/09/2022	01322CO22021257	materials	110.00
02/09/2022	01322CO22029288	materials	73.79
02/09/2022	01322DA22024788	materials	60.00
02/09/2022	01322CO22031258	materials	3,992.29
02/09/2022	01322CO22032016	materials	865.82
02/11/2022	01322CO22033769	materials	665.68
02/11/2022	01322CO22041547	materials	1,154.59
02/11/2022	01322DA22037574	materials	22.50
02/18/2022	01322CO22046932	materials	891.08
02/18/2022	01322CO22049453	materials	1,057.86
02/25/2022	01322CO22059190	materials	1,200.23
Total Overdrive			11,066.66
Rong, Jian-Yang			
02/18/2022	2-14-22	Qi Gong class (zoom)	150.00
Total Rong, Jian-Yang			150.00
Safeguard Lock & Key			
02/11/2022	11863	showcase locks	12.00
02/11/2022	11866	key copies	20.00
Total Safeguard Lock & Key			32.00
Scaringella Auto Repair			
02/11/2022	12022	Dodge 2011 repairs	150.00
Total Scaringella Auto Repair			150.00
Schalls Hardware Store, INC.			
02/17/2022	651	hardware supplies	196.09
Total Schalls Hardware Store, INC.			196.09
Sprague Operating Resources			
02/11/2022	00011188010	bioheat oil Will library	15,449.15
02/25/2022	00011201013	bioheat oil Crestwood	772.64
Total Sprague Operating Resources			16,221.79
Stanley Convergent Security			
02/18/2022	6002138196	maintenance 3/1-3/31/22	544.12
Total Stanley Convergent Security			544.12
Sterling Sanitary Supply			
02/25/2022	AT2397	janitorial supplies	94.71
02/25/2022	AT2397	janitorial supplies	909.33
Total Sterling Sanitary Supply			1,004.04
Supt. Of Documents			
02/11/2022	011222SD	gov't printing docs materials	14.00
Total Supt. Of Documents			14.00
Teator, Mike			
02/11/2022	011922	instruction in drawing (zoom) ...	85.00
Total Teator, Mike			85.00



YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 February 2022

Date	Num	Memo	Amount
Torres, Arnaldo			
02/17/2022	021522A	reimbursement juv prog av m...	22.82
02/17/2022	021522A	reimbursement juv prog av m...	64.88
02/17/2022	021522B	reimbursement grab n go mat...	37.82
Total Torres, Arnaldo			125.52
Verizon			
02/11/2022	9144109274Feb22	phones 2/1-2/28/22	44.91
02/25/2022	9143372191MAR22	phones 2/16-3/15/22	149.33
02/25/2022	9143373015MAR22	phones 2/16-3/15/22	50.74
Total Verizon			244.98
Verizon Wireless			
02/11/2022	9897999931	cell phones 12/24/21-1/23/22	313.84
02/25/2022	9899249152	cell phones 1/11-2/10/22	597.95
02/25/2022	9899249152	cell phones 1/11-2/10/22	276.62
02/25/2022	9899249153	cell phones 1/11-2/10/22	49.15
Total Verizon Wireless			1,237.56
WB Mason			
02/09/2022	226824276	office supplies	97.96
02/11/2022	227181174	office supplies	312.57
02/11/2022	227185205	office supplies	471.70
02/11/2022	227332594	program supplies	18.22
02/17/2022	227219443	program supplies	21.13
02/17/2022	227299230	library supplies	88.30
02/17/2022	227325899	program supplies	18.00
02/17/2022	227399930	program supplies	11.04
02/17/2022	227452754	sanitizer wipes/purell 12oz. p...	635.16
02/17/2022	227453236	office supplies	15.69
02/17/2022	CM0631032	credit memo labels	-47.40
02/25/2022	227518084	labels	21.98
02/25/2022	227518584	office supplies	15.48
Total WB Mason			1,679.83
TOTAL			186,485.04



YPL Operating Budget 2022

Code	Account Name	Adopted Budget	Current Budget (w transfers)	Spent Previous Months	Spent This Month February	YTD	Balance	% used
101	Salaries	6,542,676	6,542,676	3,474,641	488,710	3,963,351	2,579,325	60.58%
103	Temp Services	605,644	605,644	219,927	29,972	249,899	355,745	41.26%
150	Termination Payments	35,000	35,000	51,106	0	51,106	-16,106	146.02%
198	Overtime	413,701	413,701	83,880	23,395	107,275	306,426	25.93%
	Personal Services Total:	7,597,021	7,597,021	3,829,554	542,077	4,371,631	3,225,390	57.54%
280	Reference Materials	183,000	183,000	57,189	1,534	58,723	124,277	32.09%
281	Books	450,000	450,000	181,728	81,421	263,149	186,851	58.48%
	Materials Total	633,000	633,000	238,917	82,956	321,873	311,127	50.85%
301	Office Supplies	97610	97,610	41183	4,322	45,505	52,105	46.62%
306	Janitorial Supplies	35850	35,850	29722	84	29,806	6,044	83.14%
308	Wearing Apparel	2,971	2,971	638	0	638	2,333	21.47%
309	Fuel For Heating	76,500	76,500	23,984	16,222	40,206	36,294	52.56%
312	Hardware	7,975	7,975	3,072	683	3,755	4,220	47.08%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0.00%
314	Electrical Supplies	300	300	208	0	208	92	69.33%
327	Nursery Supplies	300	300	0	0	0	300	0.00%
361	Gas	2,000	2,000	1,071	183	1,254	746	62.72%
	Material and Supplies Total	224,506	224,506	99,878	21,493	121,371	103,135	54.06%
401	Insurance	105,865	105,865	67,533	0	67,533	38,332	63.79%
402	Telephones	63,900	63,900	30,592	5,065	35,657	28,243	55.80%
403	Printing	13,310	13,310	877	0	877	12,433	6.59%
404	Lights and Power	169,500	169,500	42,683	8,933	51,616	117,884	30.45%
405	Postage	3,350	3,350	55	0	55	3,295	1.64%
406	Freight and Express	500	500	314	0	314	186	62.80%
407	Equipment Maint. And Repair	45,700	45,700	31,442	5,110	36,552	9,148	79.98%
408	Rental of Equipment	11,706	11,706	1,874	80	1,954	9,752	16.69%
409	Building Maint. And Repair	78,000	78,000	15,095	837	15,932	62,069	20.43%
410	Milage Allowance	685	685	7	0	7	678	1.02%
413	Professional Fees	245,722	245,722	79,804	17,110	96,914	148,809	39.44%
415	Outside Labor & Related Charges	45,500	45,500	25,670	8,722	34,392	11,108	75.59%
419	Misc. Expenses	34,750	85,294	17,081	3,608	20,689	64,605	24.26%
421	Rent Riverfront	750,000	750,000	0	0	0	750,000	0.00%
422	Janitorial Service	2,900	2,900	1,000	200	1,200	1,700	41.38%
424	Maint. Of Office Equipment	3,200	3,200	616	0	616	2,584	19.25%
425	Subscriptions and Publicationns	121,183	121,183	87,405	0	87,405	33,778	72.13%
430	IT Hardware Maint.	50,000	50,000	49,948	0	49,948	52	99.90%
431	IT Software Licensing and Maint.	495,090	495,090	384,861	20,207	405,068	90,022	81.82%
436	Tuition/Bd/Travel Reimbursement	2,150	2,150	113	0	113	2,037	5.26%
446	Automobile Repair	6,000	6,000	3,801	150	3,951	2,049	65.85%
481	Binding of Books	700	700	0	0	0	700	0.00%
496	Special Projects	25,000	25,000	20,746	4,254	25,000	0	100.00%
	Contractual Services Total	2,274,711	2,325,255	861,517	74,275	935,792	1,389,463	40.24%
	Total Operating Budget	10,729,238	10,779,782	5,029,866	720,801	5,750,667	5,029,115	53.35%



**Yonkers Public Library (YPL) Board of Trustees Meeting
Management Report
March 17, 2022**

COVID-19 Updates: There have been no reported cases of COVID-19 since the last board report. On March 1, 2022, YPL changed its policies to no longer require masks for staff or patrons. Masks are still strongly encouraged. The change in policy has been a relatively smooth one, with fewer incidents between staff, guards and patrons involving mask enforcement. Visits to all locations also increased significantly in February, another indication of progress following the surge of Omicron variant cases in December and January.

YPL continues to assist in the effort against COVID-19 by hosting another round of vaccination clinics in partnership with Yonkers Public Schools and the Westchester County Department of Health (March 17 and 18, April 7 and 9). YPL also received nearly 5,000 COVID-19 rapid antigen test kits from Westchester County, and is distributing it for free at all three locations.

Will Library Relocations: Will Library continued its series of shifting projects with a thorough weeding of its CD collection. Remaining CDs were shifted into matching units and relocated to the new Fine Arts section. Broken or mismatched storage units were discarded. In doing so, more space was freed up in the new teen room, which is awaiting new furniture that will facilitate study, gaming, and collaboration on school projects.

Westchester County Board of Legislators Funding: In addition to \$30,000 in funding mentioned in a previous report to continue gardening projects and sustainability programming, YPL was awarded funds through Westchester County Legislator Jose Alvarado to support two new projects:

- \$16,752 for technology classes and programming
- \$10,000 for street graffiti education

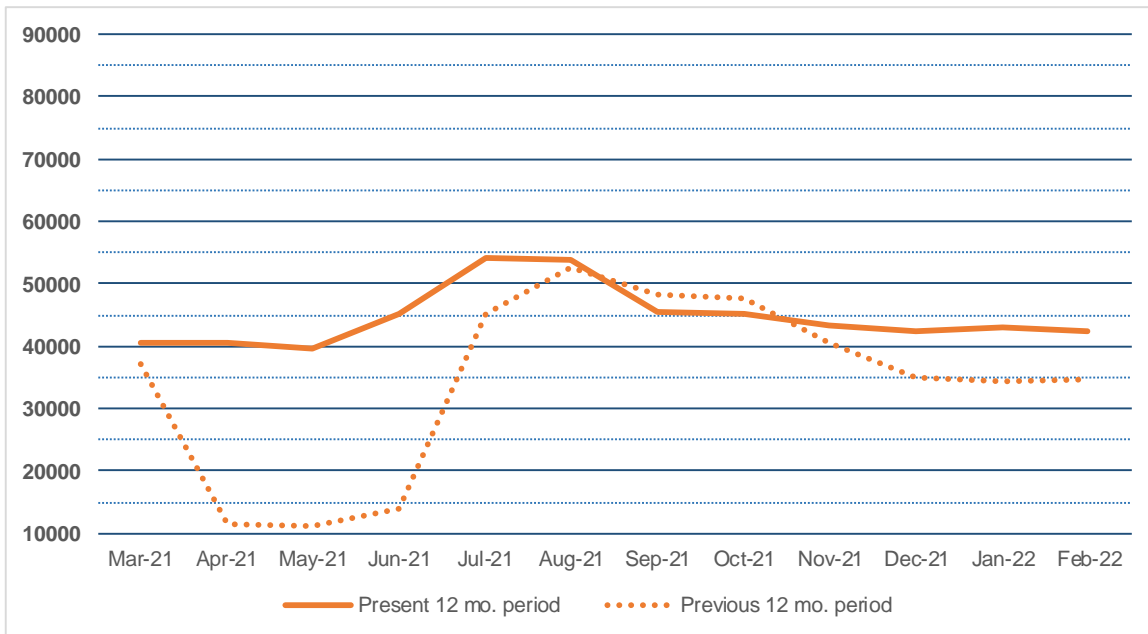
Seed Lending Library: The first project to result from the aforementioned county funding for gardening and sustainability projects is the YPL Seed Lending Library. YPL purchased over 1,000 seed packets from the Hudson Valley Seed Company. They are all open-pollinated, heirloom and native to support biodiversity (including local pollinator species), sustainability, and food sovereignty. YPL hopes to engage with patrons that “borrowed” seeds for social media updates throughout the growing season, gardening and cooking tips, and seed saving workshops in the Fall.

Marketing Updates: YPL continues its marketing refresh project: this time with refreshed and improved endcap signs for the Will Library reading room and Fine Arts stacks. The new signs are more readable, accurate, and improve the searching and browsing experience for patrons. YPL hopes to roll out the signage refresh to the rest of Will Library, as well as Riverfront and Crestwood, in the coming weeks and months.



CIRCULATION SUMMARY

YONKERS PUBLIC LIBRARY



	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22
Present 12 mo. period	40599	40559	39763	45105	54294	53983	45508	45194	43357	42345	42902	42382
Previous 12 mo. period	37052	11424	11111	13859	45281	52569	48249	47643	40546	35009	34405	34779
	9.6%	255.0%	257.9%	225.5%	19.9%	2.7%	-5.7%	-5.1%	6.9%	21.0%	24.7%	21.9%

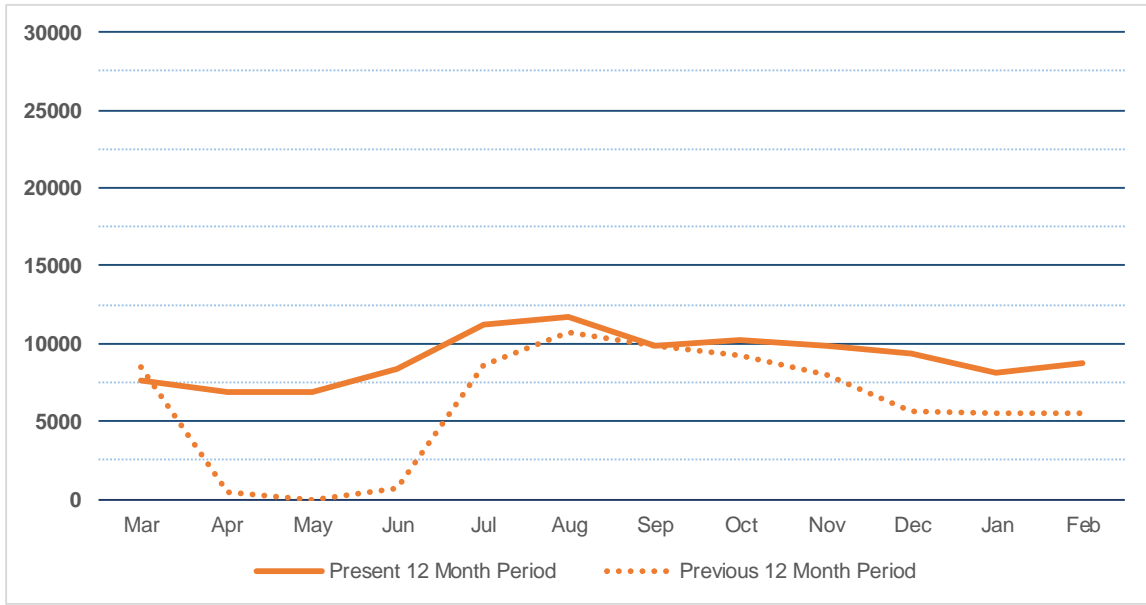
	Feb-21	Feb-22		
_audiobook	484	505	21	4.3%
_biography	356	467	111	31.2%
_express	198	416	218	110.1%
_fiction	4112	4773	661	16.1%
_foreign_language	157	226	69	43.9%
_juv_audiobook	61	66	5	8.2%
_juv_fiction	6134	9000	2866	46.7%
_juv_foreign	111	189	78	70.3%
_juv_movie	753	969	216	28.7%
_juv_nonfiction	1492	1847	355	23.8%
_magazine	96	125	29	30.2%
_movie	4860	5817	957	19.7%
_music	1526	1686	160	10.5%
_new_book	1633	2141	508	31.1%
_nonfiction	2862	3605	743	26.0%
_ya_av	86	224	138	160.5%
_ya_fiction	1119	1465	346	30.9%
_ya_nonfiction	153	163	10	6.5%
Electronic Content Use	8204	8149	-55	-0.7%

Circulation Profile:	Feb-21	Feb-22	
_audiobook	1.4%	1.2%	-0.2%
_biography	1.0%	1.1%	0.1%
_express	0.6%	1.0%	0.4%
_fiction	11.8%	11.3%	-0.6%
_foreign_language	0.5%	0.5%	0.1%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	17.6%	21.2%	3.6%
_juv_foreign	0.3%	0.4%	0.1%
_juv_movie	2.2%	2.3%	0.1%
_juv_nonfiction	4.3%	4.4%	0.1%
_magazine	0.3%	0.3%	0.0%
_movie	14.0%	13.7%	-0.2%
_music	4.4%	4.0%	-0.4%
_new_book	4.7%	5.1%	0.4%
_nonfiction	8.2%	8.5%	0.3%
_ya_av	0.2%	0.5%	0.3%
_ya_fiction	3.2%	3.5%	0.2%
_ya_nonfiction	0.4%	0.4%	-0.1%
Electronic Content Use	23.59%	19.23%	-4.4%



CIRCULATION SUMMARY

RIVERFRONT LIBRARY



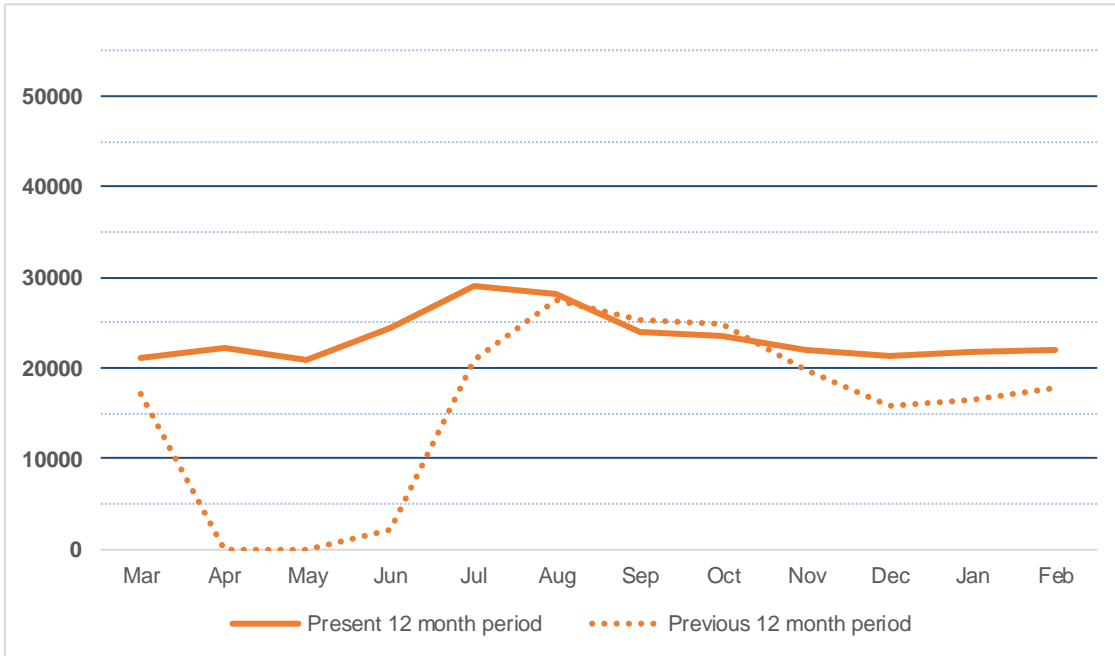
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 Month Period	7584	6928	6918	8405	11229	11756	9812	10201	9799	9399	8169	8702
Previous 12 Month Period	8554	491	9	650	8644	10739	9807	9186	7995	5654	5579	5533
		-11.3%			29.9%	9.5%	0.1%	11.0%	22.6%	66.2%	46.4%	57.3%

	Feb-21	Feb-22		
_audiobook	68	102	34	50.0%
_biography	71	106	35	49.3%
_express	78	211	133	170.5%
_fiction	854	1044	190	22.2%
_foreign_language	78	146	68	87.2%
_juvenile_audiobook	4	3	-1	-25.0%
_juvenile_fiction	1071	1791	720	67.2%
_juvenile_foreign	42	95	53	126.2%
_juvenile_movie	135	214	79	58.5%
_juvenile_nonfiction	227	331	104	45.8%
_magazine	13	5	-8	-61.5%
_movie	1198	1817	619	51.7%
_music	205	329	124	60.5%
_new_book	201	329	128	63.7%
_nonfiction	651	997	346	53.1%
_young_adult_av	33	118	85	257.6%
_young_adult_fiction	373	643	270	72.4%
_young_adult_nonfiction	28	47	19	67.9%

Circulation Profile:	Feb-21	Feb-22	
_audiobook	1.2%	1.2%	-0.1%
_biography	1.3%	1.2%	-0.1%
_express	1.4%	2.4%	1.0%
_fiction	15.4%	12.0%	-3.4%
_foreign_language	1.4%	1.7%	0.3%
_juvenile_audiobook	0.1%	0.0%	0.0%
_juvenile_fiction	19.4%	20.6%	1.2%
_juvenile_foreign	0.8%	1.1%	0.3%
_juvenile_movie	2.4%	2.5%	0.0%
_juvenile_nonfiction	4.1%	3.8%	-0.3%
_magazine	0.2%	0.1%	-0.2%
_movie	21.7%	20.9%	-0.8%
_music	3.7%	3.8%	0.1%
_new_book	3.6%	3.8%	0.1%
_nonfiction	11.8%	11.5%	-0.3%
_young_adult_av	0.6%	1.4%	0.8%
_young_adult_fiction	6.7%	7.4%	0.6%
_young_adult_nonfiction	0.5%	0.5%	0.0%

CIRCULATION SUMMARY

GRINTON I. WILL LIBRARY



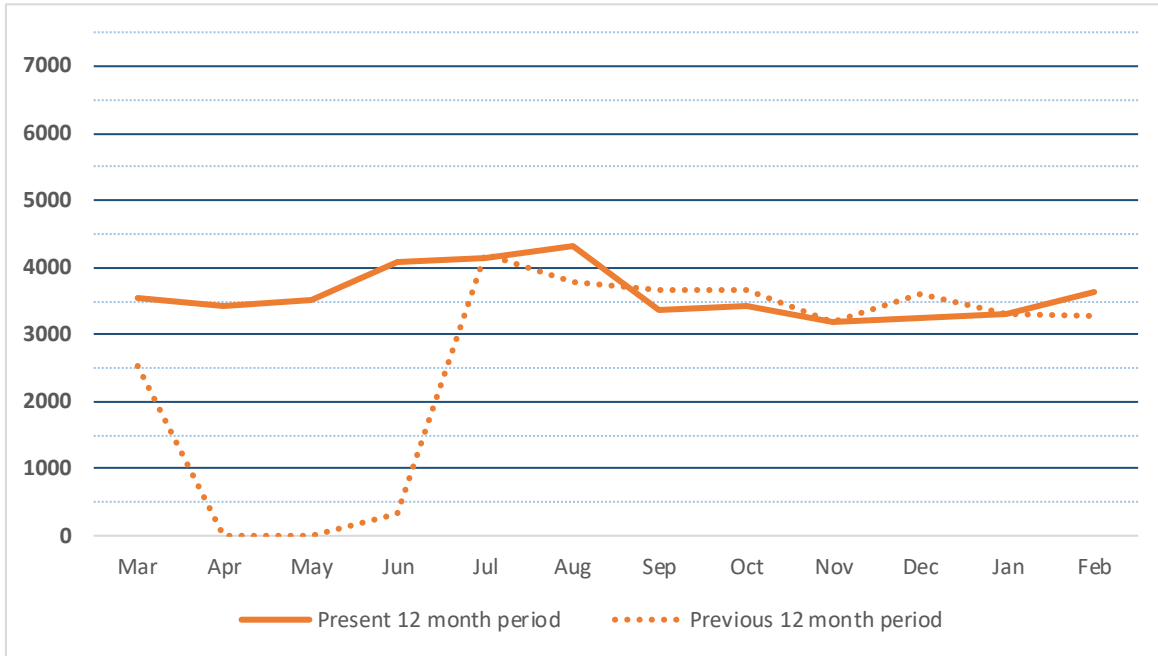
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 month period	21019	22280	20815	24351	29135	28046	24025	23574	21930	21304	21763	21901
Previous 12 month period	17208	37	25	2033	20880	27527	25283	24861	19726	15789	16573	17752
	22.1%				39.5%	1.9%	-5.0%	-5.2%	11.2%	34.9%	31.3%	23.4%

	Feb-21	Feb-22		
_audiobook	356	347	-9	-2.5%
_biography	235	305	70	29.8%
_express	107	199	92	86.0%
_fiction	2736	3181	445	16.3%
_foreign_language	79	75	-4	-5.1%
_juv_audiobook	40	50	10	25.0%
_juv_fiction	4405	6322	1,917	43.5%
_juv_foreign	65	85	20	30.8%
_juv_movie	592	695	103	17.4%
_juv_nonfiction	957	1203	246	25.7%
_magazine	53	89	36	67.9%
_movie	3140	3541	401	12.8%
_music	1226	1259	33	2.7%
_new_book	1104	1386	282	25.5%
_nonfiction	1755	2118	363	20.7%
_ya_av	36	69	33	91.7%
_ya_fiction	621	741	120	19.3%
_ya-nonfiction	102	100	-2	-2.0%

Circulation Profile:	Feb-21	Feb-22	
_audiobook	2.0%	1.6%	-0.4%
_biography	1.3%	1.4%	0.1%
_express	0.6%	0.9%	0.3%
_fiction	15.4%	14.5%	-0.9%
_foreign_language	0.4%	0.3%	-0.1%
_juv_audiobook	0.2%	0.2%	0.0%
_juv_fiction	24.8%	28.9%	4.1%
_juv_foreign	0.4%	0.4%	0.0%
_juv_movie	3.3%	3.2%	-0.2%
_juv_nonfiction	5.4%	5.5%	0.1%
_magazine	0.3%	0.4%	0.1%
_movie	17.7%	16.2%	-1.5%
_music	6.9%	5.7%	-1.2%
_new_book	6.2%	6.3%	0.1%
_nonfiction	9.9%	9.7%	-0.2%
_ya_av	0.2%	0.3%	0.1%
_ya_fiction	3.5%	3.4%	-0.1%
_ya-nonfiction	0.6%	0.5%	-0.1%

CIRCULATION SUMMARY

CRESTWOOD LIBRARY

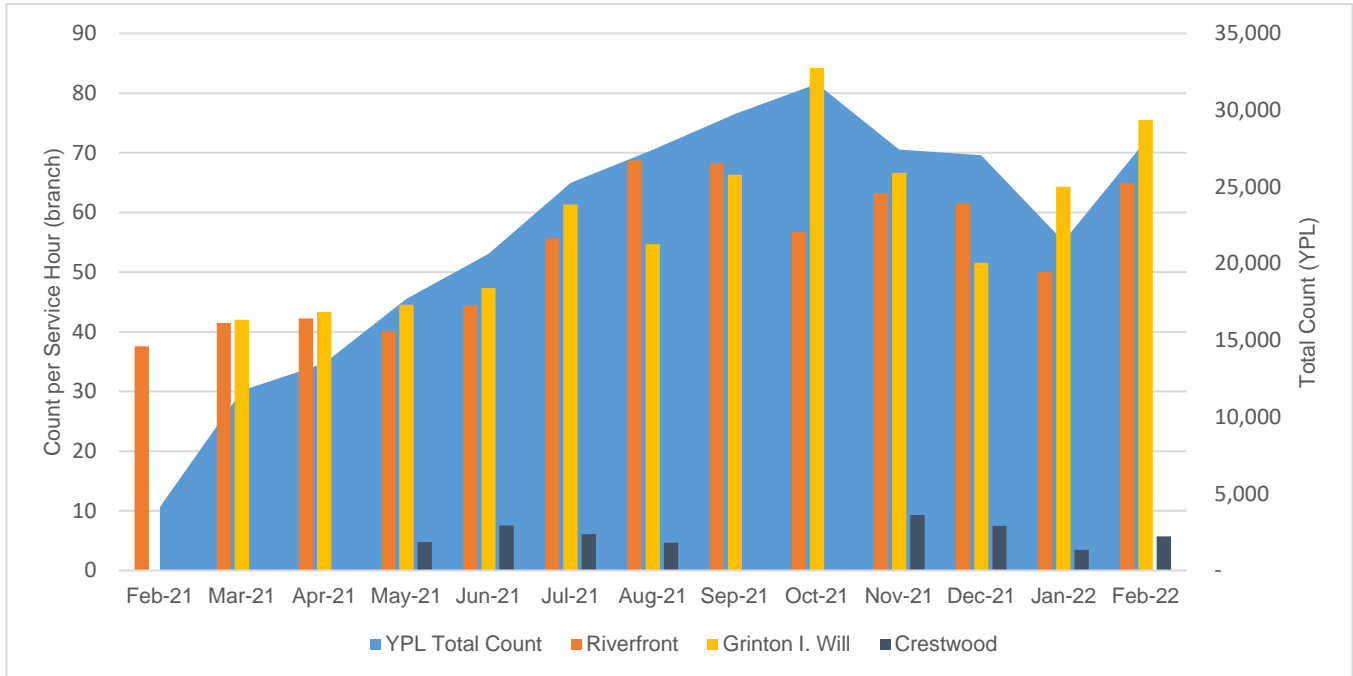


	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Present 12 month period	3549	3412	3517	4088	4150	4314	3379	3415	3187	3246	3320	3630
Previous 12 month period	2540	2	11	323	4208	3778	3663	3663	3180	3602	3319	3290
	39.7%				-1.4%	14.2%	-7.8%	-6.8%	0.2%	-9.9%	0.0%	10.3%

	Feb-21	Feb-22		
audiobook	60	56	-4	-6.7%
biography	50	56	6	12.0%
express	13	6	-7	-53.8%
fiction	522	548	26	5.0%
foreign language	0	5	5	~
juv audiobook	17	13	-4	-23.5%
juv fiction	658	887	229	34.8%
juv foreign	4	9	5	125.0%
juv movie	26	60	34	130.8%
juv nonfiction	308	313	5	1.6%
magazine	30	31	1	3.3%
movie	522	459	-63	-12.1%
music	95	98	3	3.2%
nonfiction	456	490	34	7.5%
new book	328	426	98	29.9%
ya av	17	37	20	117.6%
ya fiction	125	81	-44	-35.2%
ya nonfiction	23	16	-7	-30.4%

Circulation Profile:	Feb-21	Feb-22	
_audiobook	1.8%	1.5%	-0.3%
_biography	1.5%	1.5%	0.0%
_express	0.4%	0.2%	-0.2%
_fiction	15.9%	15.1%	-0.8%
_foreign_language	0.0%	0.1%	0.1%
_juv_audiobook	0.5%	0.4%	-0.2%
_juv_fiction	20.0%	24.4%	4.4%
_juv_foreign	0.1%	0.2%	0.1%
_juv_movie	0.8%	1.7%	0.9%
_juv_nonfiction	9.4%	8.6%	-0.7%
_magazine	0.9%	0.9%	-0.1%
_movie	15.9%	12.6%	-3.2%
_music	2.9%	2.7%	-0.2%
_nonfiction	13.9%	13.5%	-0.4%
_new_book	10.0%	11.7%	1.8%
_ya_av	0.5%	1.0%	0.5%
_ya_fiction	3.8%	2.2%	-1.6%
_ya_nonfiction	0.7%	0.4%	-0.3%

TURNSTILE COUNTS



	Riverfront			Grinton I. Will			Crestwood			YPL Total Count
	Count	Hours	Per Hour	Count	Hours	Per Hour	Count	Hours	Per Hour	
Feb-21	4,133	110	38				-		0	4,133
Mar-21	6,268	151	42	5,460	130	42	-		0	11,728
Apr-21	6,670	158	42	6,845	158	43	-		0	13,515
May-21	8,015	200	40	9,215	207	45	473	100	5	17,703
Jun-21	9,599	216	44	10,219	216	47	823	109	8	20,641
Jul-21	11,918	214	56	12,693	207	61	649	107	6	25,260
Aug-21	14,981	218	69	11,918	218	55	508	109	5	27,407
Sep-21	15,096	221	68	14,656	221	66	-	-	0	29,752
Oct-21	12,764	225	57	18,955	225	84	-	-	0	31,719
Nov-21	13,225	209	63	13,931	209	67	288	31	9	27,444
Dec-21	14,212	231	62	11,911	231	52	929	124	7	27,052
Jan-22	9,217	184	50	11,835	184	64	389	112	3	21,441
Feb-22	12,668	195	65	14,720	195	75	603	105	6	27,991

Source: Gate counters at public entrances of all three buildings. Figures include staff entries and exits.

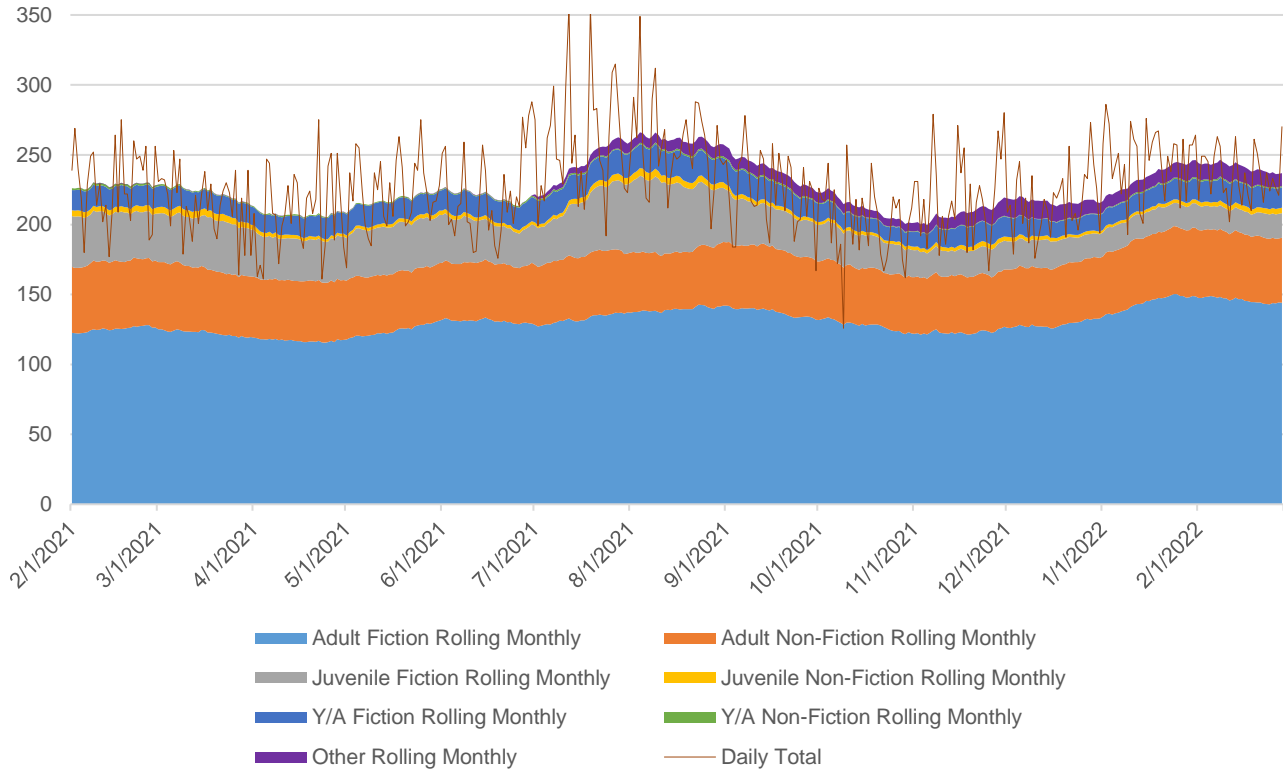
Notes: Total Monthly Patrons February incomplete due to gate counter malfunction at Grinton I. Will

Crestwood Library closed in September and October due to Hurricane Ida; reopened Nov. 22



ELECTRONIC RESOURCES SUMMARY

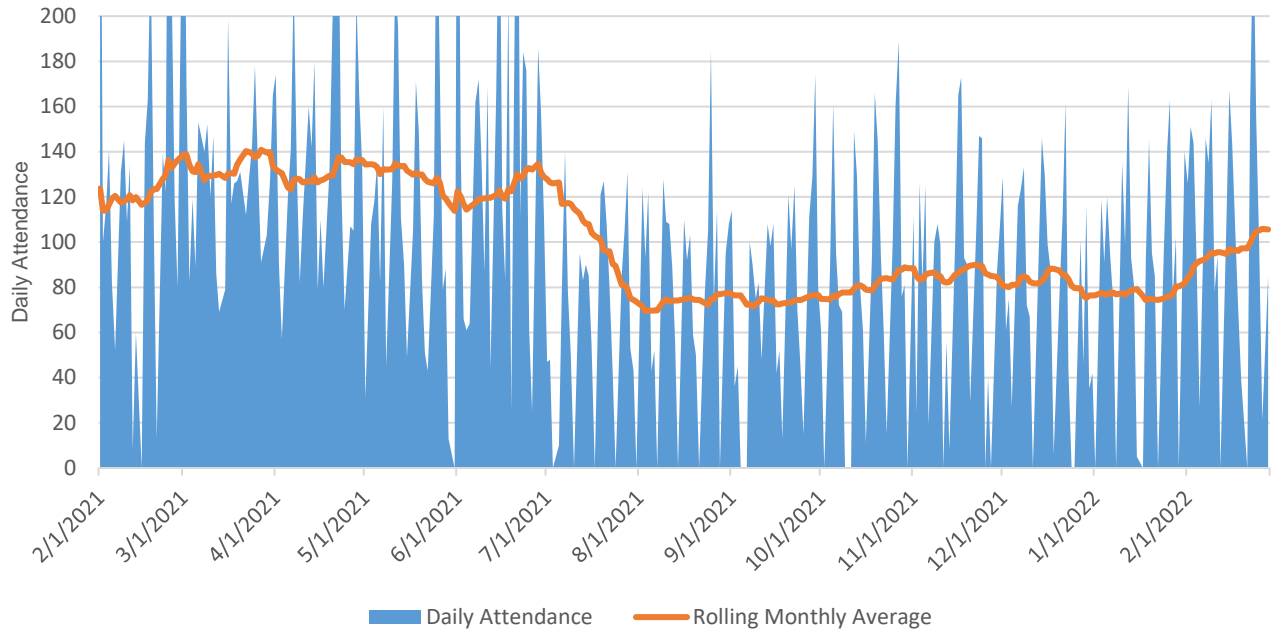
Daily OverDrive Checkouts



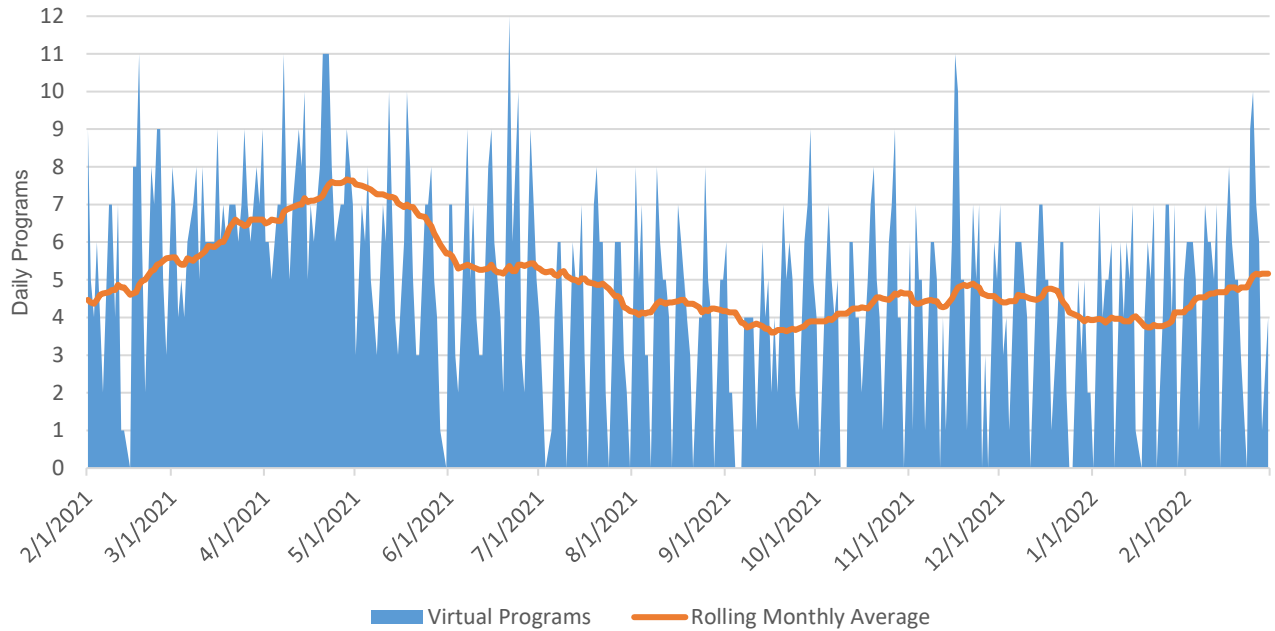
	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	TOTAL
Feb-21	3530	1353	960	116	415	35	6409
Mar-21	3685	1343	1053	118	417	22	6643
Apr-21	3525	1290	931	60	452	19	6283
May-21	4063	1253	1042	92	446	20	6921
Jun-21	3877	1298	825	72	518	32	6627
Jul-21	4239	1307	1511	142	525	24	8009
Aug-21	4375	1415	1215	128	539	41	7972
Sep-21	3964	1250	793	63	402	18	6708
Oct-21	3801	1257	603	76	320	17	6257
Nov-21	3811	1231	613	91	431	12	6587
Dec-21	4106	1355	521	59	364	15	6675
Jan-22	4625	1517	550	87	466	29	7642
Feb-22	4015	1281	481	116	399	24	6584

VIRTUAL PROGRAMMING SUMMARY

YPL Virtual Programming Attendance



YPL Virtual Programming Sessions



	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22
Sessions	133	181	199	140	150	104	114	103	112	118	107	112	125
Attendance	3110	3594	3602	2803	3685	1754	2097	1980	2159	2139	2099	2211	2547



BOOK STOCK

RIVERFRONT LIBRARY	2022	2021
Number of volumes at end of previous month	150,195	
Number of volumes added this month	659	
TOTAL	150,854	
Number of volumes lost/withdrawn this month	5	
TOTAL VOLUMES RIVERFRONT LIBRARY	150,849	146,428

GRINTON I. WILL BRANCH	2022	2021
Number of volumes at end of previous month	150,606	
Number of volumes added this month	1,058	
TOTAL	151,664	
Number of volumes lost/withdrawn this month	1,784	
TOTAL VOLUMES GRINTON I. WILL BRANCH	149,880	148,140

CRESTWOOD BRANCH	2022	2021
Number of volumes at end of previous month	23,458	
Number of volumes added this month	347	
TOTAL	23,805	
Number of volumes lost/withdrawn this month	22	
TOTAL CRESTWOOD BRANCH	23,783	29,183

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	324,512	323,751
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