

YONKERS PUBLIC LIBRARY  
BOARD MEETING  
ELECTRONIC MEETING  
SEPTEMBER 15, 2022

**ATTENDANCE**

TRUSTEES:	Nancy Maron Stephen Jannetti Joseph Puglia Hon. Michael Sabatino 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:	Rose Bannister, Zahra Baird, Emily Power

The Board Meeting was held electronically via ZOOM ®, Conference ID# 893 1045 0769

The Board Meeting began at 7:01 pm.

**MINUTES**

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved the Minutes of the Meetings of June 23, 2022 and July 20, 2022.

**MANAGEMENT REPORT**

Director Montero announced the beginning of Hispanic Heritage Month at Yonkers Public Library and the valuable contributions of the Hispanic community in Yonkers and the country at large and featured the website and schedule of programming celebrating the month at YPL.

Director Montero presented a review of the summer. He reported that YPL experienced a large number of COVID-19 cases among the staff over the summer. He acknowledged that this affected morale and operations but the organization has learned to adapt and continue to provide sustainable library service.

Director Montero reported that all three libraries saw a significant rise in patron visits over the summer, noting that Riverfront Library experienced a 70% increase over last summer, Grinton I. Library a 57% increase and Crestwood Library an 80% increase. He was pleased with the activity and the impact it had on circulation, program attendance and technology use.

Director Montero discussed the successful return of the popular Summer Reading Buddies program at Riverfront. Over 360 students and 113 adult mentors participated in one-on-one reading and the program also featured several workshops on topics such as financial literacy and nutrition. Special guests included Mayor Spano, Congressman Bowman, Senator Stewart-Cousins and County Executive Latimer. He thanked Family Services Society of Yonkers for their partnership and returning the program to YPL.

Director Montero reported that YPL distributed over 18,000 free meals to families over the summer in partnership with Yonkers Public Schools. Most were distributed at Riverfront where Reading Buddies was hosted.

Director Montero discussed the success of several science, technology, engineering and math (STEM) programs over the summer at Riverfront and Will. Over 530 students attended seven camps of weekly programs on topics such as coding, 3D modeling, digital drawing and animation. He thanked the Westchester County Board of Legislators and Legislator Alvarado for funding the programs.

Director Montero updated the Board on the chiller and HVAC situation at Will. Following multiple failures of the chiller unit in May and June, YPL secured a rental unit in mid-July to provide cooling services through the rest of the summer and contracted the engineering consultant firm Barile Gallagher Associates to design a more permanent and sustainable air-cooled chiller and heat pump system. Director Montero cautioned that the cost of replacing the system is substantial and as a result YPL applied for a New York State Library Construction Aid grant to supplement funding and was recommended by WLS for an award of \$523,000. Additional funding would be required to complete the project, but he was hopeful a system could be in place for next summer however acknowledged that it was a very ambitious goal.

Director Montero updated the Board on the progress of meeting room improvements. He reported that the Conference Room and Projection Room at Will were renamed the Board Room and Conference Room respectively and were furnished with new tables, chairs and other equipment. Will also collaborated with Groundwork Hudson Valley to install a more accessible garden in raised container beds. At Riverfront, the Community Room was newly painted and furnished with new tables and chairs with funding from the Community Development Block Grant. Crestwood also received new outdoor furniture.

Assistant Director Porteus updated the Board on the relaunch of the 1,000 Books Before Kindergarten initiative. She introduced the new branding and mascot, sign-up packets and instructional guidance based on suggestions from the Sarah Lawrence College Childhood Development Institute. She also discussed several of the new strategies aimed at increasing and maintaining parent engagement. The program will officially launch on October 3 at the Mary J. Blige Center for Women and Girls. The Board and management discussed the value of the initiative and marketing ideas to promote it and suggested partnerships with the Foundation for Yonkers Public Library, pediatric hospital units, daycare centers and engagement with elected officials.

## **UNION REPRESENTATIVE’S REPORT**

NONE

## **WLS REPORT**

Trustee Puglia reported that the last WLS Board of Trustees meeting was a social gathering and dinner where he met with several of the WLS staff. He remarked that one of his roles on the board is his service on the Nominating and Development subcommittee where he recruits and interviews new trustees and noted that previous concerns of conflicts of interest have subsided since the introduction of several new trustees who serve on both member library boards and the WLS Board of Trustees.

## **PERSONNEL REPORT**

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

Mintah, Lord, P/T Page, \$15.00/hr, eff. 6/25/2022  
Thomas, Leah, P/T Page, \$15.00/hr, eff. 6/25/2022  
Osei-Agyemang, Keziah, P/T Page, \$15.00/hr, eff. 6/25/2022  
Mentzer, Hali, P/T Page, \$15.00/hr, eff. 7/8/2022  
Wissman, Nancy, P/T Librarian I, \$21.00/hr, eff. 7/8/2022  
Flores, Valentina, P/T Page, \$15.00/hr, eff. 7/8/2022  
Slattery, Seana, P/T Page, \$15.00/hr, eff. 7/8/2022  
Marte, Saredys, P/T Page, \$15.00/hr, eff. 7/29/2022  
Lagual, Justine, P/T Page, \$15.00/hr, eff. 8/5/2022  
Bangura, Sahara, P/T Page, \$15.00/hr, eff. 8/19/2022  
Tolentino, Kristin, P/T Page, \$15.00/hr, eff. 8/19/2022  
Pineda, Adriana, P/T Page, \$15.00/hr, eff. 9/9/2022

Acknowledged the following terminations:

Iwuchukwu, Mbanefo Frank, Permanent Technical Support Specialist, \$80,192.00/yr, eff. 6/24/2022  
Tetteh, Jasmine, P/T Page, \$15.00/hr, eff. 7/1/2022  
Shanmugam, Menaka, Permanent Clerk II, \$52,076.00/yr, eff. 7/21/2022 (retired)  
Hogan, Erin, P/T Page, \$15.00/hr, eff. 8/4/2022  
Pinto, Victoria, P/T Page, \$15.00/hr, eff. 8/15/2022  
Bautista, Rocxana, P/T Page, \$15.00/hr, eff. 8/22/2022

## **COMMITTEE REPORTS**

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

President Maron updated the committee on the progress of the five-year strategic plan. The community survey is complete and responses are in the process of being reviewed. While

the plan is in the draft stage presently, she asked all of the trustees to be prepared to read and contribute to the final report soon.

**Employee Relations** – Maron, Puglia (chair), Duggan

President Maron asked the committee to consider meeting to discuss the possibility of upcoming contract negotiations.

**Buildings & Grounds** – Maron, Giuffrida (chair)

NONE

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

President Maron advised the committee that several policies are being prepared for discussion and review in the coming months.

**Fundraising & Development** – Maron (chair), Jannetti

Foundation update: President Maron reported that the Foundation has grown its Board with five new directors, including the appointment of Trustee Jannetti. President Maron also reported that the Foundation is planning its year-end fundraiser and discussed new ways to build and best support the Foundation.

**PAYMENT OF BILLS**

On motion of Trustee Jannetti, seconded and unanimously carried, the Board approved payment of bills as listed on Schedules #841, #842, #843.

**UNFINISHED BUSINESS**

NONE

**NEW BUSINESS**

President Maron announced that she would be introducing some of the performers at Riverfest and looked forward to the opportunity to promote library services and programs at the event.

Director Montero presented the Assurance and Authentication of the Application for State Aid for Library Construction Program for the Will Library Sustainable HVAC System Replacement and Improvement Project as enclosed in their packet. He updated the Board on the status of the project and the grant application in support of it and asked the Board to review the assurance and authentication as well as Education Law § 273-a and Commissioner's Regulation § 90.12 as enclosed in their packet and asked for Board President Maron's approval as required. The Board had no further questions

and President Maron agreed to sign the assurance and authentication at her earliest opportunity. Director Montero thanked the Board for their support.

Director Montero discussed YPL's plan for the next Staff Development Day at Will Library on Friday, October 28, 2022. He discussed the value of the event to build collaboration across all locations and the opportunity for professional development. The event would begin at 1:30pm and necessitate the closing of all library buildings to the public at 12:00pm to allow for travel. He asked the Board for permission to change operating hours from 10:00am – 5:00pm to 9:00am - 12:00pm on October 28. The Board discussed the benefit of staff development and professional development against the reduction of public service and voiced their support for the event. On motion of Trustee Jannetti, seconded and unanimously carried, the Board authorized Director Montero to change operating hours as requested. Director Montero thanked the Board for their support.

### **EXECUTIVE SESSION**

President Maron motioned the Board into Executive Session at 7:57pm to discuss the performance of a management employee and asked Director Montero to join them. Director Montero exited the session at 8:15pm. The Board exited the session at 8:37pm.

**NEXT BOARD MEETING DATE** – Thursday, October 20, 2022 at 7:00pm at Grinton I. Will Library.

On motion of Trustee Jannetti the Meeting adjourned at 8:40pm.

Jesse Montero  
Library Director & Secretary