

BOARD OF TRUSTEES

MONTHLY MEETING

Thursday, November 16, 2023
Grinton I. Will Library



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**YONKERS PUBLIC LIBRARY
AGENDA FOR MONTHLY BOARD MEETING
NOVEMBER 16, 2023
GRINTON I. WILL LIBRARY**

MINUTES

[ACTION ITEM] Approve Minutes of Meeting on October 19, 2023

MANAGEMENT REPORT

UNION REPRESENTATIVE'S REPORT

PERSONNEL REPORT

[ACTION ITEM]

Ratify the following appointments:

Ortiz, Anthony; P/T Custodial Worker, \$15.00/hr, eff. 10/28/2023

Acknowledge the following terminations:

Gmitter, Andrew; P/T Custodial Worker, \$15.00/hr, eff. 10/21/2023

COMMITTEE REPORTS

Fundraising & Development – Jannetti (chair)

Foundation Update

RATIFY PAYMENT OF BILLS

[ACTION ITEM] Schedule #857

NEW BUSINESS

[ACTION ITEM] Approve 2024 Holiday Schedule

PUBLIC COMMENT

EXECUTIVE SESSION

NEXT MEETING DATE

Thursday, December 21, 2023 at 7:00pm at Riverfront Library

YONKERS PUBLIC LIBRARY
BOARD MEETING
CRESTWOOD LIBRARY
OCTOBER 19, 2023

ATTENDANCE

TRUSTEES:	Nancy Maron Joseph Puglia Stephen Jannetti Ofunne Edoziem Patricia Phelan John A. Daily Jr. Michael Sabatino
LIBRARY DIRECTOR:	Jesse Montero
ASSISTANT LIBRARY DIRECTOR:	Shauna Porteus
BUSINESS MANAGER:	Vivian Presedo
ADMINISTRATIVE SECRETARY:	James Hackett
WLS BOARD REPRESENTATIVE:	Joseph Puglia
UNION REPRESENTATIVE:	Brandon Neider
GUESTS:	Cathleen Walsh, Mary Robison, Zahra Baird, Gabriella Monaco, Elizabeth Caruso, Tim Baird, Jacqueline Leone, Nnenna Akoma-Ononaji, Joe Harbison, Pat Manning, Linda Youngren, Eileen Fusco, Joe Harbison, Karina Borrani, Amy Estersohn, Pat Kaufman

The Board Meeting began at 7:00 pm.

President Maron opened the meeting by noting Crestwood Library was hosting a Board meeting for the first time in many years and asked everyone present to introduce themselves.

MINUTES

On motion of Trustee Puglia, seconded by Trustee Jannetti and unanimously carried, the Board approved the Minutes of the Meeting of September 21, 2023 and the Minutes of the Special Meeting of October 12, 2023.

MANAGEMENT REPORT

Director Montero reported that YPL celebrated Hispanic Heritage Month with dozens of events on genealogy and art, book clubs and children's programs. He also announced a new Spanish language library card and the acquisition of a large collection of Spanish language books.

Trustees Sabatino and Edoziem arrived at 7:05 pm.

Director Montero announced two new art exhibitions. *Across Imaginary Boundaries* features art from 18 different artists from the Caribbean diaspora and is on display at the Riverfront Art Gallery through December 14; a retrospective of the works of artist Satish Joshi is on display at Will Library through January and recently hosted an opening reception on October 12.

Mary Robison, Head of the Riverfront Reference and Adult Services department, reported on several local history and archival services and programs, including a well-attended People's History Day program, biweekly genealogy and local history research drop-in sessions, and the progress of archival needs assessments and digitization projects.

Director Montero announced recent grant awards. Con Edison granted YPL \$10,000 to continue funding gardening programs and the Seed Library at Riverfront Library. Riverfront was also the recipient of \$30,000 from the Community Development Block Grant (CDBG). CDBG is funded by the Department of Housing and Urban Development and administered by the City of Yonkers and provides funds to community organizations that serve low-moderate income census tracts. The grant will fund the Riverfront Welcome Center (Centro de Bienvenidas) project, which will improve the navigation and accessibility of Riverfront Library by hiring a wayfinding consultant and updating signage.

Director Montero reported that YPL will receive the Joseph F. Shubert Award for Library Excellence in recognition of the Summer Reading Buddies program at the upcoming New York Library Association (NYLA) conference in Saratoga Springs. He also announced that Board President Nancy Maron will receive the Velma K. Moore Award for Trustee of the Year at NYLA as well. The Board congratulated President Maron.

President Maron acknowledged the presence of the Friends of the Crestwood Library at the meeting and gave the floor to Cathleen Walsh, President of the Friends. Ms. Walsh discussed the 97 year history of the library and the upcoming centennial celebration and thanked the Board for their support in providing new flooring, furniture and carpeting and asked that consideration of future support include new bookcases and outdoor lighting. President Maron thanked the Friends and the community for their love and commitment to the library and hoped that they would continue to provide updates to the Board.

UNION REPRESENTATIVE'S REPORT

Representative Neider reported that the labor contract has been officially signed and ratified but that there were disagreements over the interpretation of certain items and the Union would follow up.

PERSONNEL REPORT

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

Andracchi, Margaret; Permanent Librarian II, \$65,109.00/yr, eff. 9/29/2023
Cacace, Laura; Permanent Librarian II, \$65,109.00/yr, eff. 9/29/2023
Williams, Debra; P/T Page, \$15.00/hr, eff. 9/30/2023
Herlihy, Timothy; Permanent Clerk I, \$40,460.00/yr, eff. 10/13/2023
Orosz, Nora-Grayce; P/T Page, \$15.00/hr, eff. 10/14/2023

Acknowledged the following terminations:

Cruz, Aurora; Permanent Librarian IV, \$113,156.00/yr, eff. 9/29/2023 (retired)
Samuel, Shaied; P/T Page, \$15.00/hr, eff. 10/11/2023

COMMITTEE REPORTS

Fundraising & Development – Jannetti (chair)

Foundation Update: President Maron reported that the Foundation was looking to hire someone to assist them with donor outreach, programming and fundraising and development.

Policy – Sabatino (chair)

Director Montero explained the Material Selection policy in the Board Report to the Board. He believed the current policy is a good, versatile policy that was informed by library best practices and supported maintaining it as is, but also noted the rise of recent challenges to collections across the country. The Board discussed the policy at length but declared that they were satisfied with the policy as is as well.

PAYMENT OF BILLS

On motion of Trustee Puglia, seconded by Trustee Edoziem and unanimously carried, the Board approved payment of bills as listed on Schedule #856.

PUBLIC COMMENT

Nnenna Akoma-Ononaji introduced herself as a community advocate for children with disabilities and discussed her initiative Milestones of Love and her work with YPL on inclusion and literacy among this community.

NEW BUSINESS

Director Montero reported that YPL was applying for a needs assessment of its local history and archival services by the Documentary and Heritage Preservation Services of New York (DHPSNY). If YPL's application is successful, DHPSNY would provide a professional archivist to conduct a detailed analysis of the Library's practices and procedures and offer guidance

to improve its services and further professionalize its archives. He asked the Board for their support to complete the application and the Board agreed to write a commitment letter.

EXECUTIVE SESSION

President Maron motioned the Board into Executive Session at 7:57 pm to discuss the employment history and performance of two particular employees and asked Director Montero, Assistant Director Porteus and Business Manager Presedo to join them. The Board exited the session at 9:14 pm.

NEXT BOARD MEETING DATE – Thursday, November 16, 2023 at Grinton I. Will Library.

On motion of Trustee Daily, seconded by Trustee Phelan and unanimously carried, the Board adjourned the Meeting at 9:14 pm.

Jesse Montero
Library Director & Secretary

Yonkers Public Library

Bill List October 2023

<u>Vendor Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
CAPITAL FUNDS			
HP INC.	HP ELITE ONE AIO PC'S	10/3/2023	28,480.00
NATIONAL BUSINESS FURNITURE	TASK CHAIRS (6) DRFTING STOOL (1)	10/30/2023	2,714.93
TOTAL			31,194.93
CONTRIBUTIONS FUNDS			
ARCHIVIST ROUND TABLE METRO	MEMBERSHIP: SUSTAINING 1 YR	10/4/2023	100.00
BELLA VISTA DELI	BOARD MEETING DINNER 10/19/2023	10/25/2023	214.00
BENITEZ, SHANEQUA	PROG:FAMILY HIST DAY-PANELIST	10/18/2023	100.00
BILINGUAL BIRDIES	EVENT-CONCERT 10/7/2023	10/11/2023	475.00
CAMPOVERDE, ANGELICA	PROG:HOMEWORK HELPER	10/4/2023	375.00
CAMPOVERDE, ANGELICA	PROG:HOMEWORK HELPER	10/18/2023	427.50
CONNECTION, INC.	TONER FOR PUBLIC PRINTERS	10/11/2023	647.64
DERENTIIS, ROSETTA	PROG:TECH CLASSES (4) WEST LEG	10/4/2023	270.00
DOLAN, DEBORAH	PROG: NATURE WALKS 10/2; 10/16	10/18/2023	150.00
ENDERS, JEROME	TRAVEL EXPENSES: DANIEL HOPKINS	10/11/2023	250.00
FRANKEL, RUTH LEAH	PROG: 5 WAYS...PRES10/3 WEST	10/18/2023	125.00
GIBBONS FAMILY FITNESS	PROG: SENIOR FITNESS CLASSES (5)	10/18/2023	475.00
HAWKINS, SARAH	PROG: HOMEWORK HELPER-CREST	10/25/2023	315.00
HAWKINS, SARAH	PROG: HOMEWORK HELPER-CREST	10/18/2023	480.00
HINDS COMMUNITY COLLEGE	LOST BOOK - PATRON GAVE CASH	10/4/2023	50.00
LA PINATA BAKERY	PROG:PEOPLE'S HIST DAY-MELLON	10/4/2023	300.00
LEDESMA, SOLYARIS	PROG:ZOOM ZUMBA-WEST	10/4/2023	75.00
LEDESMA, SOLYARIS	PROG:ZOOM ZUMBA-WEST	10/25/2023	75.00
LEDESMA, SOLYARIS	PROG:ZOOM ZUMBA-WEST	10/18/2023	75.00
LEDESMA, SOLYARIS	PROG:ZOOM ZUMBA-WEST	10/11/2023	75.00
LEE, REBECCA	PROG: PHOTOGRAPHY-MELLON	10/18/2023	300.00
MCKOY, HAROLD, JR	PROG:FAMILY HIST DAY-PANELIST	10/18/2023	100.00
MUSEUM OF MODERN ART, THE	CORPORATE MEMBERSHIP-1/1-12/31/24	10/11/2023	1,500.00
NEW YORK LIBRARY ASSOCIATION	REIM EXP:CONF11/1-4/23-D MIGNAULT	10/4/2023	415.00
PARISE, ALYSE	PROG: 5 WAYS...PRES 10/3 WEST	10/18/2023	125.00
RONG, JIAN-YANG	PROG QI GONG CLASSES- WEST	10/25/2023	150.00
SIEGAL, MARTIN	PROG: HOMEWORK HELPER	10/11/2023	652.50
TRACSYSTEMS, INC.	UNNIPRINT SUPPORT RENEWAL 1YR	10/25/2023	12,574.88
VELASQUEZ, ANGEL	PROG: HALLOWEEN DRAG QUEEN	10/18/2023	300.00
TOTAL			21,171.52

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
Abbey Ice & Spring Water			
10/03/2023	92638	spring water	55.50
10/10/2023	92637	spring water Will b...	174.50
10/16/2023	92636	spring water River...	139.50
10/16/2023	95456	spring water River...	73.50
10/20/2023	95457	spring water Will b...	82.50
Total Abbey Ice & Spring Water			525.50
Addo-Prempeh, Victoria			
10/16/2023	101023VAP	employee reimbur...	41.45
Total Addo-Prempeh, Victoria			41.45
Alvarez, Kevin			
10/03/2023	005KA	tech support 8/1, 8...	75.00
10/03/2023	006KA	tech support 9/8-9/...	90.00
Total Alvarez, Kevin			165.00
American Express			
10/02/2023	92023AE	software	71.99
Total American Express			71.99
Amoils, Roseanne			
10/20/2023	113	job coach 9/6-9/27/...	810.00
Total Amoils, Roseanne			810.00
Animal Embassy LLC			
10/03/2023	092123	tabling-back to sc...	750.00
Total Animal Embassy LLC			750.00
Archival Methods LLC			
10/17/2023	53469	poly bags, folders, ...	163.39
Total Archival Methods LLC			163.39
Assured Partners Northeast			
10/16/2023	2279029	commercial policy ...	13,595.80
10/16/2023	2279029	commercial policy ...	10,000.00
10/16/2023	2279029	commercial policy ...	10,000.00
Total Assured Partners Northeast			33,595.80
Azcona, Shirley			
10/16/2023	003SA	Adobe Illustrator ...	90.00
Total Azcona, Shirley			90.00
Baby Fingers LLC			
10/03/2023	10 FALL 2023	Creative Sign Lang...	200.00
Total Baby Fingers LLC			200.00
Baker & Taylor			
10/16/2023	LS23100001	leasing service 10/...	15,160.00
10/16/2023	LS23100001	leasing service 10/...	15,160.00
10/16/2023	LS23100001	leasing service 10/...	15,160.00
10/16/2023	SEP-23	materials 9/1-9/30/23	8,688.67
10/16/2023	SEP-23	materials 9/1-9/30/23	8,688.67
10/16/2023	SEP-23	materials 9/1-9/30/23	8,688.68
Total Baker & Taylor			71,546.02
Barnes & Noble			
10/03/2023	4459208	materials	702.60
10/03/2023	4465357	materials	621.98
10/03/2023	4465534	materials	127.05
10/20/2023	4467911	materials	521.24

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
10/30/2023	4474605	materials	506.43
Total Barnes & Noble			2,479.30
Blackstone Publishing			
10/16/2023	2115338	materials	41.60
10/16/2023	2120512	materials	41.60
Total Blackstone Publishing			83.20
Blue Shield Security & Protection Inc.			
10/10/2023	023-2024-1172W	unarmed security ...	10,601.50
10/10/2023	023-A 2024-1172R	unarmed security ...	17,511.00
Total Blue Shield Security & Protection Inc.			28,112.50
Book Page			
10/10/2023	S80843	subscription Nov 2...	1,000.00
10/10/2023	S80843	subscription Nov 2...	1,000.00
10/10/2023	S80843	subscription Nov 2...	700.00
Total Book Page			2,700.00
Brodart			
10/16/2023	631985	dvd cases	206.50
Total Brodart			206.50
Cablevision Lightpath			
10/16/2023	101118120	internet 10/1-10/31...	4,439.61
10/16/2023	101118154	phones 10/1-10/31/...	3,775.05
Total Cablevision Lightpath			8,214.66
Cablevision Optimum			
10/02/2023	07803550279OCT23	internet & phones ...	140.77
10/10/2023	07803544469OCT23	cable boxes 10/1-1...	16.80
10/16/2023	07803065546OCT23	cable box 10/8-11/...	2.87
Total Cablevision Optimum			160.44
Cengage Learning			
10/16/2023	82737325	subscription-Chilto...	4,297.72
Total Cengage Learning			4,297.72
Citadel Pest Control			
10/10/2023	4790	pest treatment	260.00
10/30/2023	4817	pest treatment	200.00
Total Citadel Pest Control			460.00
CJMARTINETE MUSIC CO.			
10/16/2023	100723CJ	Mambo Quartet 10...	400.00
Total CJMARTINETE MUSIC CO.			400.00
Con Edison (Consolidated Edison)			
10/10/2023	5909214217OCT23	gas 8/29-9/28/23	158.35
Total Con Edison (Consolidated Edison)			158.35
Crown A/C Heat & Power			
10/10/2023	9639	boiler oil leak repair	560.00
Total Crown A/C Heat & Power			560.00
Crown Janitorial			
10/03/2023	827120-1	janitorial supplies	1,643.52
10/16/2023	827656-1	janitorial supplies	511.14
10/16/2023	827656-2	janitorial supplies	1,778.64
Total Crown Janitorial			3,933.30

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
Demco			
10/16/2023	7379063	acrylic display risers	66.41
10/20/2023	7380016	slatwall display/ ho...	469.51
10/20/2023	7380801	book jackets	17.75
10/30/2023	7387329	sign holders	26.56
Total Demco			580.23
Encantos Media Studios, PBC			
10/03/2023	1090EMS	Susie Jaramillo sto...	200.00
10/03/2023	1091EMS	Susie Jaramillo sto...	200.00
Total Encantos Media Studios, PBC			400.00
FedEx			
10/03/2023	8-257-94849	ground shipping	4.86
Total FedEx			4.86
Ficciones			
10/03/2023	1F	Spanish language ...	350.00
10/03/2023	2F	Spanish language ...	350.00
Total Ficciones			700.00
Figueroa, Carlos			
10/10/2023	10323CF	employee reimbur...	50.00
10/16/2023	100623CF	employee reimbur...	22.99
10/16/2023	100623CF	employee reimbur...	15.00
10/16/2023	101023CF-A	employee reimbur...	39.00
10/16/2023	101023CF-A	employee reimbur...	42.27
10/16/2023	101023CF-A	employee reimbur...	4.40
Total Figueroa, Carlos			173.66
Five Star Equipment			
10/20/2023	R66453	kit/ manifold repla...	1,124.90
Total Five Star Equipment			1,124.90
For My Wellbeing Wellness Srvcs			
10/03/2023	071123	Westchester Libra...	70.00
Total For My Wellbeing Wellness Srvcs			70.00
Fun Express LLC			
10/10/2023	72655968801	children program s...	236.64
10/16/2023	72676718701	Halloween progra...	119.67
Total Fun Express LLC			356.31
GovConnection			
10/03/2023	74548772	toner cartridges	1,260.07
10/10/2023	74568387	usb cables	352.00
10/10/2023	74568389	black toner cartrid...	442.76
10/10/2023	74573205	Cust. VPP Credit Y...	300.00
10/16/2023	74584996	Switch w/ neon blu...	707.90
10/16/2023	74585908	credit memo mobil...	-124.93
10/20/2023	74622396	SBUY FHD Monitor	175.14
10/30/2023	74617687	black toner cartrid...	182.69
10/30/2023	74637204	pro-tek case for ipad	36.75
Total GovConnection			3,332.38
Grey House Publishing			
10/03/2023	980031	financial ratings o...	3,095.00
10/03/2023	980032	financial literacy b...	400.00
Total Grey House Publishing			3,495.00
Gruppuso Plumbing			
10/20/2023	23-225	water cooler	480.00

11:25 AM
 11/10/23
 Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
Total Gruppuso Plumbing			480.00
Home Depot Credit Service			
10/10/2023	1064266	painting supplies	68.92
Total Home Depot Credit Service			68.92
Keane & Beane			
10/20/2023	94463	professional servic...	210.00
Total Keane & Beane			210.00
Lakeshore Learning			
10/20/2023	297604091823	materials	182.74
Total Lakeshore Learning			182.74
Law Office of Vincent Toomey			
10/20/2023	1524	SEIU Negotiations/...	13,096.96
Total Law Office of Vincent Toomey			13,096.96
Learning A-Z			
10/03/2023	7104432	network license up...	935.00
Total Learning A-Z			935.00
Libraryworks, Inc.			
10/03/2023	3860	webinar-Cycle of T...	100.00
Total Libraryworks, Inc.			100.00
Mario Medici Lectures LLC			
10/20/2023	10172023	Great Women Artis...	185.00
Total Mario Medici Lectures LLC			185.00
Markowitz, Robert			
10/16/2023	093023	children's musical ...	450.00
Total Markowitz, Robert			450.00
Midwest Tape			
10/03/2023	504339828	materials	13.99
10/16/2023	504436716	materials	32.22
10/16/2023	504436718	materials	38.48
10/20/2023	504374556	materials	17.49
10/20/2023	50438984	materials	90.28
10/20/2023	504389842	materials	140.92
10/30/2023	504458477	materials	56.22
10/30/2023	504490667	materials	32.23
10/30/2023	504490669	materials	298.68
10/30/2023	504490700	materials	11.24
10/30/2023	504490701	materials	87.45
Total Midwest Tape			819.20
Minozzi, Maryann			
10/30/2023	102323MM	employee reimbur...	60.00
Total Minozzi, Maryann			60.00
Mitchell's NY			
10/20/2023	20112	subscriptions 7/28...	1,008.00
10/20/2023	20179	subscriptions 9/1-...	1,752.00
10/20/2023	20181	subscriptions 8/30...	1,742.40
Total Mitchell's NY			4,502.40
Multicultural Books and Video			
10/20/2023	23-1445	materials	280.14
10/20/2023	CM23-01	credit memo	-76.20

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
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Date	Num	Memo	Amount
Total Multicultural Books and Video			203.94
New York Library Association			
10/16/2023	REG-0144033	NYLA Conference ...	475.00
Total New York Library Association			475.00
Niche Academy LLC			
10/10/2023	8906	annual subscriptio...	6,500.00
Total Niche Academy LLC			6,500.00
Niola D'signs			
10/30/2023	10232023	install machined b...	3,600.00
Total Niola D'signs			3,600.00
Overdrive			
10/03/2023	01322CO23328682	materials	1,638.67
10/10/2023	01322CO23332249	materials	3,726.98
10/10/2023	01322CO23333137	materials	1,450.41
10/16/2023	01322CO23368839	materials	1,539.07
10/20/2023	01322CO23379536	materials	498.29
10/20/2023	01322DA23374248	materials	14.99
10/20/2023	01322DA23377156	materials	2.30
10/30/2023	01322CO23383291	materials	2,235.57
10/30/2023	01322DA23384531	materials	3.81
Total Overdrive			11,110.09
Pereira, Teresa			
10/20/2023	YPL101423	workshop Hispani...	200.00
Total Pereira, Teresa			200.00
Pitney Bowes 2			
10/03/2023	3318086583	lease 7/22/23-10/2...	154.74
Total Pitney Bowes 2			154.74
Preferred Business			
10/10/2023	108307	book cover slips	945.10
10/30/2023	108336	"R" book labels	1,052.95
Total Preferred Business			1,998.05
PSI Plastic Graphics			
10/16/2023	118037	card & keytag com...	1,035.37
Total PSI Plastic Graphics			1,035.37
Quill Corp.			
10/16/2023	34851787	office supplies	46.18
Total Quill Corp.			46.18
Rabadi, Renee			
10/03/2023	90923RR	employee reimbur...	28.02
Total Rabadi, Renee			28.02
Scaringella Auto Repair			
10/20/2023	9-30-23	vehicle check 199...	125.00
10/20/2023	9-30-23B	oil change/ tire rot...	146.95
Total Scaringella Auto Repair			271.95
Schalls Hardware Store, INC.			
10/16/2023	2159	maintenance suppl...	177.77
Total Schalls Hardware Store, INC.			177.77
Securitas Technology Corporation			

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
10/20/2023	6003622669	maintenance char...	326.96
10/20/2023	6003624439	maintenance char...	217.16
Total Securitas Technology Corporation			544.12
Stormwind LLC			
10/30/2023	52843	desktop applicatio...	2,500.00
Total Stormwind LLC			2,500.00
Today's Business Solutions			
10/30/2023	15514	Branded Printspot ...	890.00
Total Today's Business Solutions			890.00
Torres, Arnaldo			
10/16/2023	101023AT	employee reimbur...	79.02
10/30/2023	101923AT	employee reimbur...	42.24
Total Torres, Arnaldo			121.26
Uline			
10/10/2023	168996905	black dollies	198.10
10/20/2023	169189819	6-cd jewel cases	364.26
Total Uline			562.36
United Rentals			
10/10/2023	218377561-006	fence modular	80.00
10/31/2023	218364729-007	Chiller service	17,594.00
Total United Rentals			17,674.00
Utica National Insurance Group			
10/03/2023	091523UNIG	policy renewal 4/5/...	13,869.00
10/03/2023	091523UNIG	policy renewal 4/5/...	13,869.00
10/03/2023	091523UNIG	policy renewal 4/5/...	13,869.00
Total Utica National Insurance Group			41,607.00
Verizon			
10/02/2023	9143372191OCT23	phones 9/16-10/15/...	156.39
10/02/2023	9143373015OCT23	phones 9/16-10/15/...	54.37
10/02/2023	9147931065OCT23	phones 9/19-10/18/...	38.72
10/16/2023	9144109274OCT23	phones 10/1-10/31/...	48.24
10/20/2023	9143373015AUG23	phones 7/16-8/15/23	53.14
10/30/2023	9143372191NOV23	phones 10/16-11/1/...	164.62
10/30/2023	9143373015NOV23	phones 10/16-11/1/...	53.35
10/30/2023	9147931065NOV23	phones 10/19-11/1/...	41.55
Total Verizon			610.38
Verizon Wireless			
10/20/2023	9945157404	cell phones 8/24-9/...	573.30
10/30/2023	9946519580	cell phones 9/11-1...	487.12
Total Verizon Wireless			1,060.42
Walker, Cynthia			
10/16/2023	100590233	Katori's Little Shak...	175.00
Total Walker, Cynthia			175.00
Wayne's Electric Service			
10/30/2023	092307	supply ballasts/fixt...	2,630.89
10/30/2023	102303	lighting fixture inst...	3,155.25
10/30/2023	102310	disconnect temp. ...	318.50
Total Wayne's Electric Service			6,104.64
WB Mason			
10/03/2023	241246525	copy paper	300.93
10/03/2023	241249714	children program s...	55.96

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11/10/23

Accrual Basis

YONKERS PUBLIC LIBRARY
Bill List- Operating Account
 October 2023

Date	Num	Memo	Amount
10/03/2023	241313648	children program s...	226.60
10/03/2023	241315223	office supplies	35.01
10/03/2023	241320070	sheet protectors	165.60
10/10/2023	241478063	Halloween candy	30.42
10/10/2023	241481185	batteries	171.76
10/10/2023	241517087	Halloween candy	60.05
10/10/2023	241520822	office supplies	149.80
10/10/2023	241524225	children program s...	34.96
10/16/2023	241379094	construction paper	4.94
10/16/2023	241544011	children program s...	69.45
10/16/2023	241548907	office supplies	110.81
10/16/2023	241555891	construction paper	4.66
10/16/2023	241597637	Halloween progra...	116.12
10/16/2023	241623668	Halloween progra...	51.14
10/16/2023	241627961	office supplies	347.40
10/16/2023	241693812	cardstock	125.20
10/20/2023	241679094	construction paper	4.94
10/30/2023	241890901	acrylic paint/brush...	20.73
10/30/2023	241911685	Halloween candy	28.08
10/30/2023	241978801	program supplies	10.40
Total WB Mason			2,124.96
Weiner, Evan			
10/30/2023	021-B	A History of Famou...	100.00
Total Weiner, Evan			100.00
Westchester Library System			
10/10/2023	AR000000035	single item labels	1,629.00
Total Westchester Library System			1,629.00
Zev Haber Music by Zev			
10/16/2023	5335	music classes 8/3-...	1,100.00
Total Zev Haber Music by Zev			1,100.00
TOTAL			293,656.93

YPL Operating Budget FY 2024 (October)

Code	Account Name	Adopted Budget	Current Budget (w/ transfers)	Spent Previous Months	Spent This Month (October)	YTD	Balance	% used
101	Salaries	6,627,600	6,627,600	1,573,947	493,217	2,067,164	4,560,436	31.19%
103	Temp Services	559,136	559,136	124,605	37,470	162,075	397,061	28.99%
150	Termination Payments	35,000	35,000	3,725	38,623	42,348	-7,348	120.99%
198	Overtime	369,880	369,880	11,858	2,493	14,351	355,529	3.88%
	Personal Services Total:	7,591,616	7,591,616	1,714,135	571,803	2,285,938	5,305,678	30.11%
280	Reference Materials	83,000	83,000	3,456	26,081	29,537	53,463	35.59%
281	Books	450,000	450,000	76,796	54,008	130,804	319,196	29.07%
	Materials Total	533,000	533,000	80,252	80,089	160,341	372,659	30.08%
301	Office Supplies	100,660	100,660	11,730	5,462	17,192	83,468	17.08%
306	Janitorial Supplies	36,050	36,050	8,722	2,488	11,210	24,840	31.10%
308	Wearing Apparel	3,300	3,300	1,749	0	1,749	1,551	53.00%
309	Fuel For Heating	78,250	78,250	0	0	0	78,250	0.00%
312	Hardware	10,200	10,200	939	270	1,209	8,991	11.85%
313	Misc. Supplies	1,000	1,000	0	0	0	1,000	0.00%
314	Electrical Supplies	300	300	64	0	64	236	21.33%
327	Nursery Supplies	400	400	0	0	0	400	0.00%
361	Gas	2,000	2,000	315	158	473	1,527	23.67%
	Material and Supplies Total	232,160	232,160	23,519	8,378	31,897	200,263	13.74%
401	Insurance	114,450	114,450	42,186	33,596	42,186	72,264	36.86%
402	Telephones	64,000	64,000	14,568	4,469	19,037	44,963	29.75%
403	Printing	18,310	18,310	217	1,035	1,252	17,058	6.84%
404	Lights and Power	169,500	169,500	21,033	16,048	37,081	132,419	21.88%
405	Postage	3,100	3,100	26	0	26	3,074	0.84%
406	Freight and Express	500	500	335	0	335	165	67.00%
407	Equipment Maint. And Repair	49,460	49,460	5,830	1,104	6,934	42,526	14.02%
408	Rental of Equipment	71,214	71,214	53,097	80	53,177	18,037	74.67%
409	Building Maint. And Repair	85,000	85,000	1,821	0	1,821	83,179	2.14%
410	Milage Allowance	685	685	0	19	19	666	2.83%
413	Professional Fees	246,000	246,000	42,774	23,998	66,772	179,228	27.14%
415	Outside Labor & Related Charges	333,000	333,000	34,240	17,991	52,231	280,769	15.68%
419	Misc. Expenses	37,750	37,750	3,824	-1,607	2,217	35,533	5.87%
421	Rent Riverfront	750,000	750,000	750,000	0	750,000	0	100.00%
422	Janitorial Service	2,900	2,900	660	260	920	1,980	31.72%
424	Maint. Of Office Equipment	3,400	3,400	635	0	635	2,765	18.68%
425	Subscriptions and Publicationns	159,680	159,680	54,867	18,000	72,867	86,813	45.63%
430	IT Hardware Maint.	53,000	53,000	545	1,595	545	52,455	1.03%
431	IT Software Licensing and Maint.	477,350	477,350	170,721	4,779	175,500	301,850	36.77%
436	Tuition/Bd/Travel Reimbursement	10,000	10,000	1,946	525	2,471	7,529	24.71%
446	Automobile Repair	6,000	6,000	1,906	1,397	3,303	2,697	55.05%
481	Binding of Books	500	500	0	0	0	500	0.00%
496	Special Projects	31,250	31,250	8,306	3,989	12,295	18,955	39.35%
497	Contingent	81,000	81,000	0	0	0	81,000	0.00%
	Contractual Services Total	2,768,049	2,768,049	1,209,537	127,280	1,301,626	1,466,423	47.02%
	Total Operating Budget	11,124,825	11,124,825	3,027,443	787,549	3,779,802	7,345,023	33.98%

**Yonkers Public Library (YPL) Board of Trustees Meeting
Management Report
November 16, 2023**

YPL Honored at the New York Library Association (NYLA) Annual Conference: On November 3rd, 2023, YPL was honored with two awards at the NYSL Annual Conference in Saratoga Springs, NY. The library received the Joseph F. Shubert Library Excellence Award from the New York State Library's Regents Advisory Council on Libraries for the Summer Reading Buddies. New York State Librarian Lauren Moore presented the award, and spoke at length about the impact and scale of the program. Family Services Society of Yonkers (FSSY) staff were unable to attend the event, but they were thanked and credited for much of the program's success during the acceptance speech. YPL Board President Nancy Maron was also honored with the Velma K. Moore Award by the Library Trustees Association Section (LTAS) of NYLA. This is the first time in institutional memory that YPL has been recognized with awards from NYSL or NYLA.

Hip Hop 50th Anniversary Library Card Programming at YPL: On October 26th, 2023, YPL released its first limited edition library card. The card commemorates the 50th Anniversary of Hip Hop, and follows similar card releases from New York Public Library, Brooklyn Public Library, and Free Library of Philadelphia. The card, entitled "Sound of Light," was designed by Yonkers-bred muralist and street artist Daniel Hopkins (AKA Maxx Moses). The card release was timed with a YPL event co-sponsored with the Yonkers: Lost City of Hip Hop team of Jerome (RawRome) Enders and Harold McKoy that celebrated Yonkers' role in hip hop history. The event featured the aforementioned Mr. Hopkins, Ruff Ryders founder Joaquin "Waah" Dean, CUNY Professor of Sociology Robert Baskerville, Yonkers resident and pioneering breakdancer London Reyes (B-Boy London) and Yonkers hip hop artist Large Amount. Mayor Mike Spano attended the event and offered proclamations to the featured guests. Approximately 150 community members attended the event.

Yonkers News Archive Goes Public: Three years ago, YPL entered into an agreement with newspapers.com. YPL's local newspaper microfilm collection was digitized and added to the newspapers.com content library, and made accessible to newspapers.com subscribers. Newspapers.com created a portal for YPL staff and patrons to access the content for free via YPL public computers or the public Wifi networks. The result was the Yonkers News Archive - which features over 1,000,000 pages of digitized Yonkers newsprint, including an extended run of the Yonkers Herald Statesman (1891-1998). As part of the agreement, all the public domain (pre-1927) newsprint and newspapers without a copyright protection in the Yonkers News Archive would become accessible remotely (i.e., outside the library) to anyone after three years. This month marked the third anniversary of the agreement, and now over 1,000,000 pages of pre-1927 Yonkers newspapers (as well as New York newspapers from the The National Digital Newspaper Program) are accessible at ypl.newspapers.com.

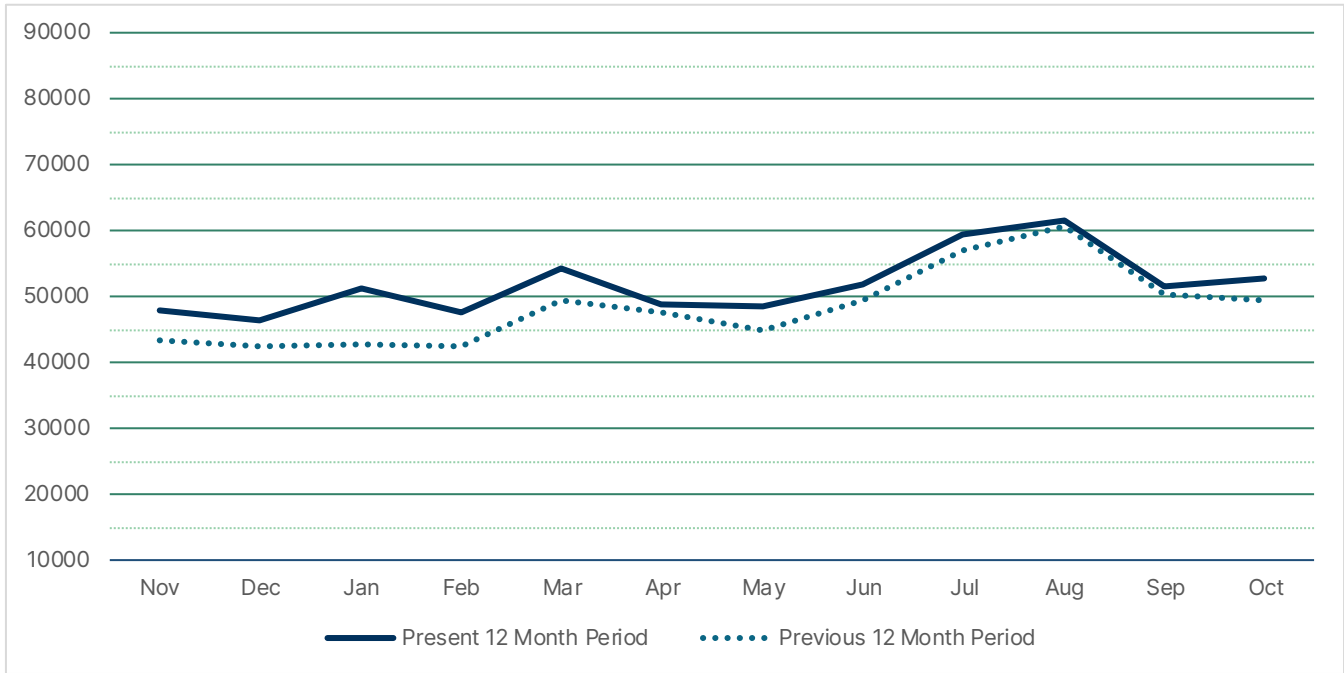
E-Rate Update: YPL is now pursuing E-Rate funding independent of the Westchester Library System (WLS). E-Rate is a program administered by the Federal Communications Commission

(FCC) that makes telecommunication services and equipment more affordable for schools and libraries. With funding it received this year, YPL is in the process of installing new switches and access points for its network (which have not been updated since 2011). The new equipment will allow YPL to better utilize its 1GB Internet service to all of its connected equipment. Because of its participation in the E-rate savings, YPL paid approximately \$7,000 for over \$48,000 worth of equipment. So far this year, E-rate has also saved YPL over \$24,500 in monthly broadband costs, which it returned to the city.

For 2024, YPL has applied for funding for 125 data lines at Riverfront Library, 96 data lines at Will Library, and 30 data lines at Crestwood Library. These are mainly new data lines that will allow YPL to extend the reach of its Wifi networks to underserved areas of our buildings and grounds. It will also give YPL the ability to relocate electronic equipment to areas that are not currently wired, giving the library additional flexibility in its space use planning. Vendors have already visited YPL and are in the process of preparing bids. E-Rate will reimburse YPL for 90% of these project costs.

CIRCULATION SUMMARY

YONKERS PUBLIC LIBRARY



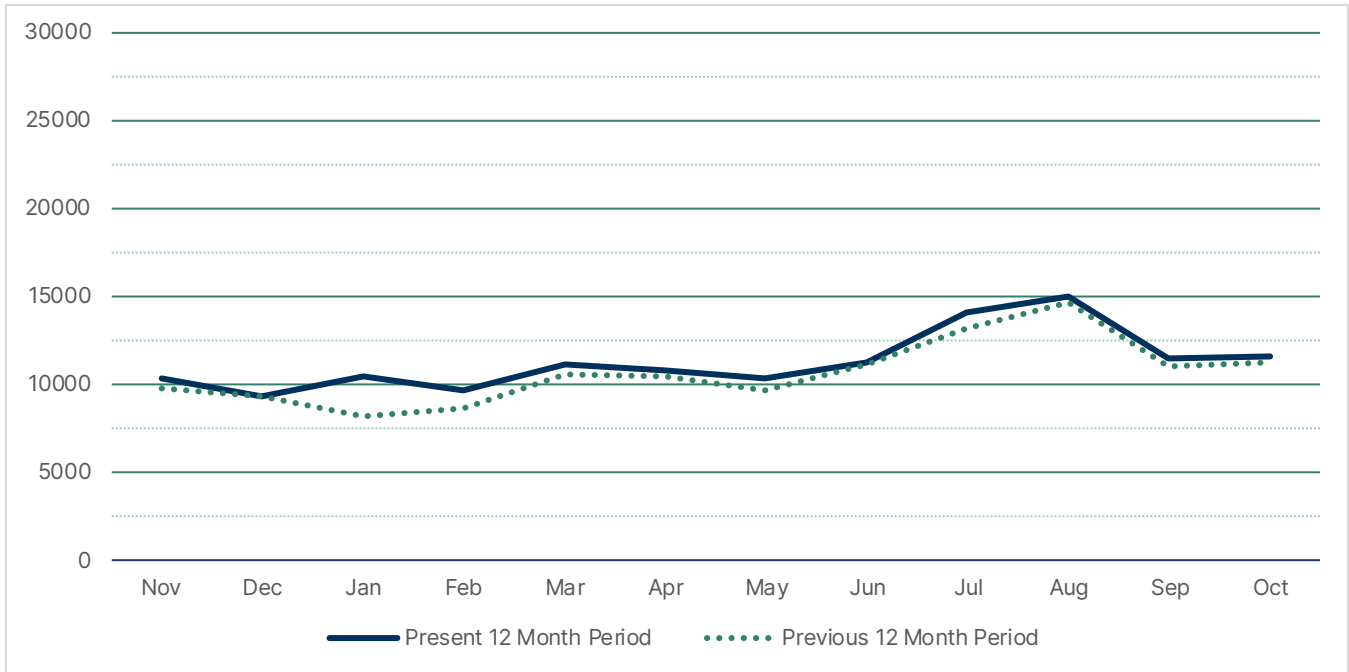
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Present 12 Month Period	48076	46392	51422	47647	54210	48835	48591	51887	59322	61699	51632	52703
Previous 12 Month Period	43400	42421	42936	42523	49355	47610	44967	49509	56882	60727	50217	49425
	10.8%	9.4%	19.8%	12.0%	9.8%	2.6%	8.1%	4.8%	4.3%	1.6%	2.8%	6.6%

	Oct-22	Oct-23		
_audiobook	451	344	-107	-23.7%
_biography	585	463	-122	-20.9%
_express	331	301	-30	-9.1%
_fiction	5189	5279	90	1.7%
_foreign_language	363	417	54	14.9%
_juv_audiobook	63	53	-10	-15.9%
_juv_fiction	12823	14270	1447	11.3%
_juv_foreign	354	569	215	60.7%
_juv_movie	1012	1053	41	4.1%
_juv_nonfiction	2051	2025	-26	-1.3%
_magazine	110	110	0	0.0%
_movie	6255	5122	-1133	-18.1%
_music	1523	1503	-20	-1.3%
_new_book	2370	2075	-295	-12.4%
_nonfiction	3881	3829	-52	-1.3%
_ya_av	242	312	70	28.9%
_ya_fiction	1493	1333	-160	-10.7%
_ya_nonfiction	203	177	-26	-12.8%
Electronic Content Use	9488	12946	3458	36.4%

Circulation Profile:	Oct-22	Oct-23	
_audiobook	0.9%	0.7%	-0.3%
_biography	1.2%	0.9%	-0.3%
_express	0.7%	0.6%	-0.1%
_fiction	10.5%	10.0%	-0.5%
_foreign_language	0.7%	0.8%	0.1%
_juv_audiobook	0.1%	0.1%	0.0%
_juv_fiction	25.9%	27.1%	1.1%
_juv_foreign	0.7%	1.1%	0.4%
_juv_movie	2.0%	2.0%	0.0%
_juv_nonfiction	4.1%	3.8%	-0.3%
_magazine	0.2%	0.2%	0.0%
_movie	12.7%	9.7%	-2.9%
_music	3.1%	2.9%	-0.2%
_new_book	4.8%	3.9%	-0.9%
_nonfiction	7.9%	7.3%	-0.6%
_ya_av	0.5%	0.6%	0.1%
_ya_fiction	3.0%	2.5%	-0.5%
_ya_nonfiction	0.4%	0.3%	-0.1%
_Electronic Content Use	19.2%	24.6%	5.4%

CIRCULATION SUMMARY

RIVERFRONT LIBRARY



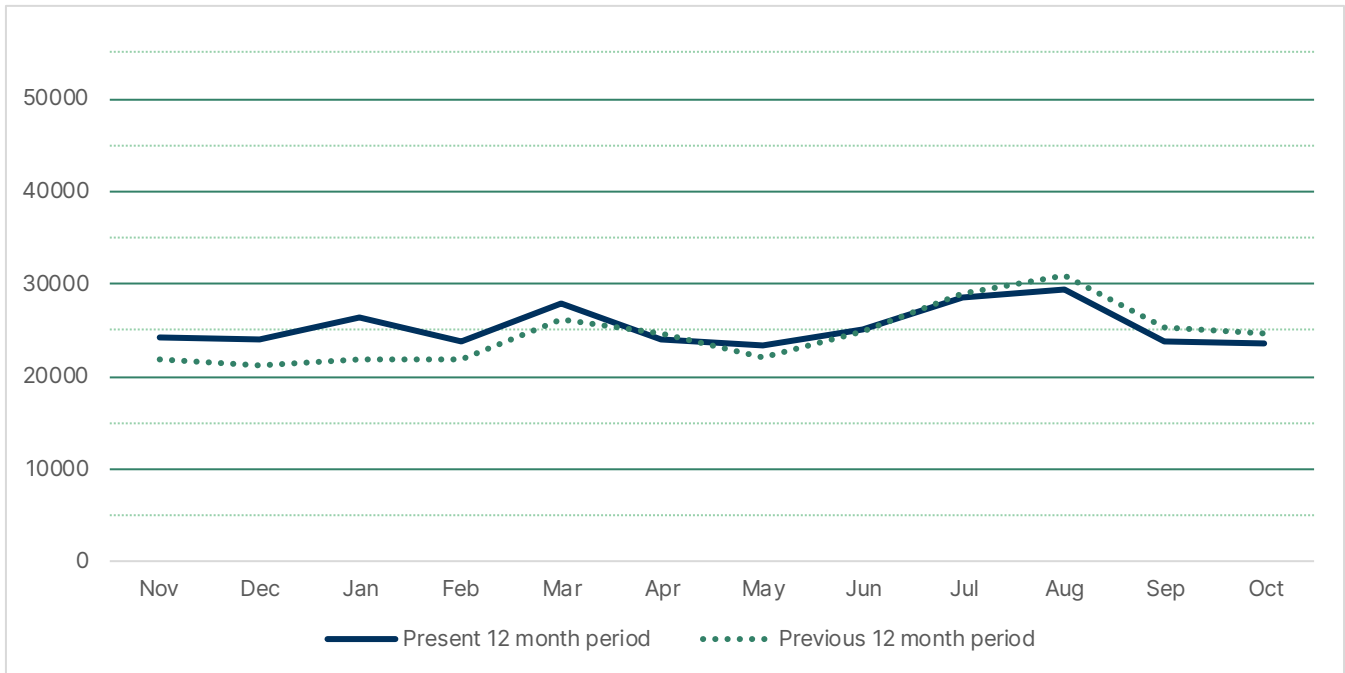
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Present 12 Month Period	10377	9351	10515	9674	11106	10807	10325	11236	14080	15065	11546	11604
Previous 12 Month Period	9799	9399	8169	8702	10611	10450	9641	11129	13249	14637	11038	11226
	5.9%	-0.5%	28.7%	11.2%	4.7%	3.4%	7.1%	1.0%	6.3%	2.9%	4.6%	3.4%

	Oct-22	Oct-23		
_audiobook	78	47	-31	-39.7%
_biography	146	111	-35	-24.0%
_express	175	129	-46	-26.3%
_fiction	1110	989	-121	-10.9%
_foreign_language	214	225	11	5.1%
_juv_audiobook	8	9	1	12.5%
_juv_fiction	3148	4223	1075	34.1%
_juv_foreign	193	393	200	103.6%
_juv_movie	296	332	36	12.2%
_juv_nonfiction	463	476	13	2.8%
_magazine	0	1	1	~
_movie	2395	1620	-775	-32.4%
_music	254	436	182	71.7%
_new_book	264	237	-27	-10.2%
_nonfiction	1207	1038	-169	-14.0%
_ya_av	119	179	60	50.4%
_ya_fiction	618	717	99	16.0%
_ya_nonfiction	41	53	12	29.3%

Circulation Profile:	Oct-22	Oct-23	
_audiobook	0.7%	0.4%	-0.3%
_biography	1.3%	1.0%	-0.3%
_express	1.6%	1.1%	-0.4%
_fiction	9.9%	8.5%	-1.4%
_foreign_language	1.9%	1.9%	0.0%
_juv_audiobook	0.1%	0.1%	0.0%
_juv_fiction	28.0%	36.4%	8.4%
_juv_foreign	1.7%	3.4%	1.7%
_juv_movie	2.6%	2.9%	0.2%
_juv_nonfiction	4.1%	4.1%	0.0%
_magazine	0.0%	0.0%	0.0%
_movie	21.3%	14.0%	-7.4%
_music	2.3%	3.8%	1.5%
_new_book	2.4%	2.0%	-0.3%
_nonfiction	10.8%	8.9%	-1.8%
_ya_av	1.1%	1.5%	0.5%
_ya_fiction	5.5%	6.2%	0.7%
_ya_nonfiction	0.4%	0.5%	0.1%

CIRCULATION SUMMARY

GRINTON I. WILL LIBRARY



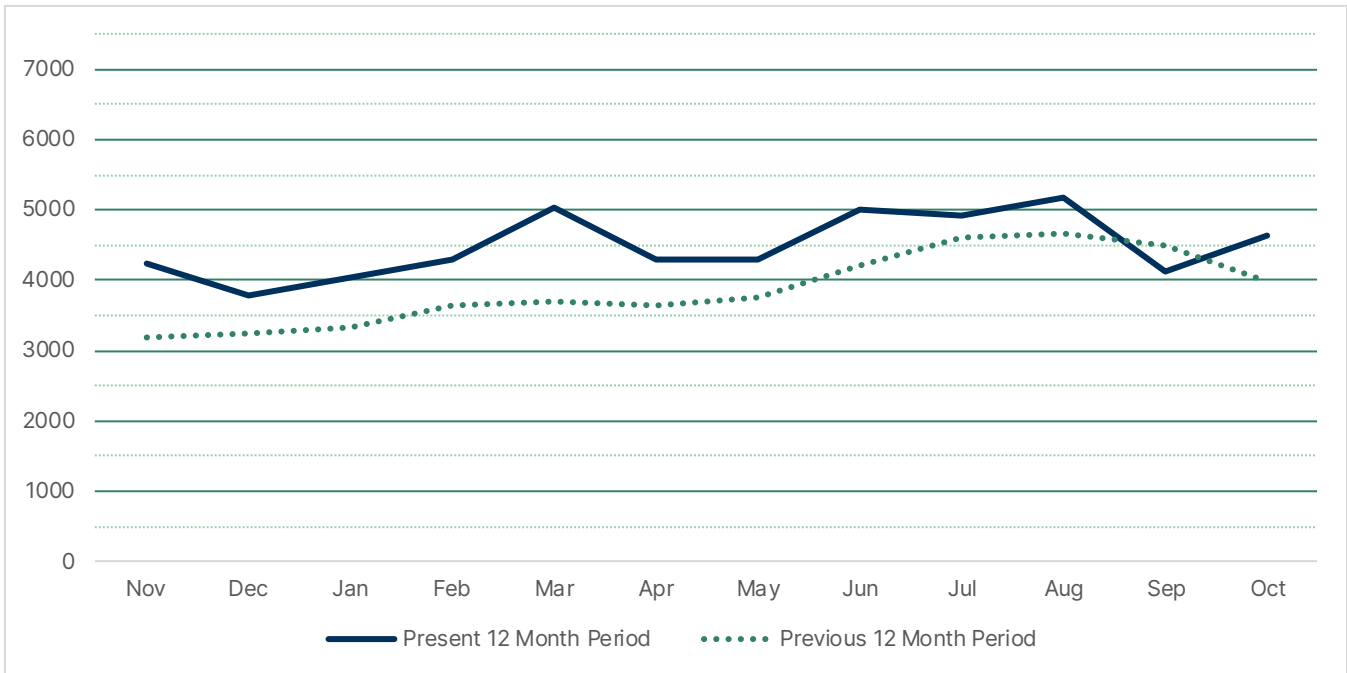
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Present 12 month period	24141	24101	26378	23890	27911	23999	23350	25065	28533	29439	23781	23516
Previous 12 month period	21930	21304	21763	21901	26072	24614	22051	24869	29002	30817	25355	24725
	10.1%	13.1%	21.2%	9.1%	7.1%	-2.5%	5.9%	0.8%	-1.6%	-4.5%	-6.2%	-4.9%

	Oct-22	Oct-23		
_audiobook	322	268	-54	-16.8%
_biography	332	276	-56	-16.9%
_express	141	155	14	9.9%
_fiction	3344	3467	123	3.7%
_foreign_language	144	189	45	31.3%
_juv_audiobook	52	32	-20	-38.5%
_juv_fiction	8661	8375	-286	-3.3%
_juv_foreign	152	172	20	13.2%
_juv_movie	655	609	-46	-7.0%
_juv_nonfiction	1294	1258	-36	-2.8%
_magazine	66	58	-8	-12.1%
_movie	3357	3204	-153	-4.6%
_music	1209	989	-220	-18.2%
_new_book	1680	1428	-252	-15.0%
_nonfiction	2221	2253	32	1.4%
_ya_av	91	65	-26	-28.6%
_ya_fiction	748	507	-241	-32.2%
_ya-nonfiction	141	93	-48	-34.0%

Circulation Profile:	Oct-22	Oct-23	
_audiobook	1.3%	1.1%	-0.2%
_biography	1.3%	1.2%	-0.2%
_express	0.6%	0.7%	0.1%
_fiction	13.5%	14.7%	1.2%
_foreign_language	0.6%	0.8%	0.2%
_juv_audiobook	0.2%	0.1%	-0.1%
_juv_fiction	35.0%	35.6%	0.6%
_juv_foreign	0.6%	0.7%	0.1%
_juv_movie	2.6%	2.6%	-0.1%
_juv_nonfiction	5.2%	5.3%	0.1%
_magazine	0.3%	0.2%	0.0%
_movie	13.6%	13.6%	0.0%
_music	4.9%	4.2%	-0.7%
_new_book	6.8%	6.1%	-0.7%
_nonfiction	9.0%	9.6%	0.6%
_ya_av	0.4%	0.3%	-0.1%
_ya_fiction	3.0%	2.2%	-0.9%
_ya-nonfiction	0.6%	0.4%	-0.2%

CIRCULATION SUMMARY

CRESTWOOD LIBRARY



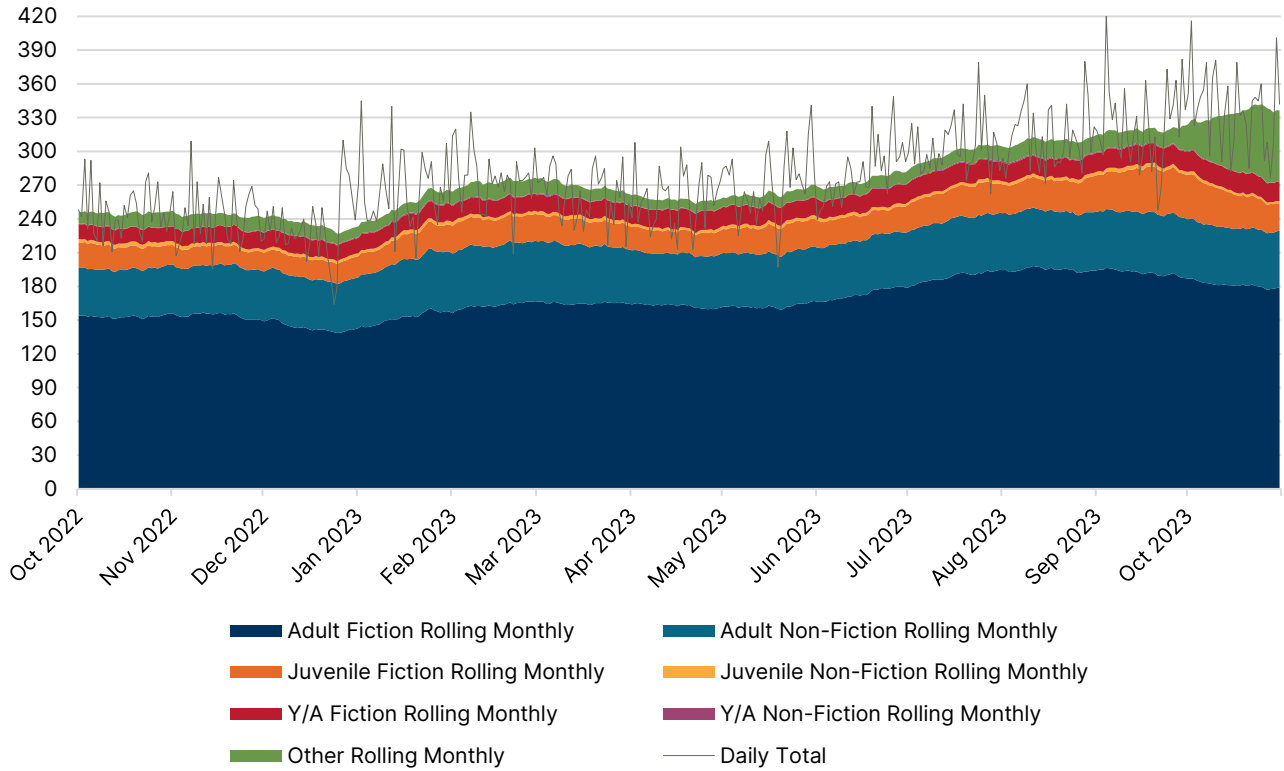
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Present 12 Month Period	4237	3774	4033	4298	5048	4292	4297	4994	4908	5168	4138	4637
Previous 12 Month Period	3187	3246	3320	3630	3692	3650	3748	4214	4617	4679	4486	3986
	32.9%	16.3%	21.5%	18.4%	36.7%	17.6%	14.6%	18.5%	6.3%	10.5%	-7.8%	16.3%

	Oct-22	Oct-23		
_audiobook	51	29	-22	-43.1%
_biography	107	76	-31	-29.0%
_express	15	17	2	13.3%
_fiction	735	823	88	12.0%
_foreign_language	5	3	-2	-40.0%
_juv_audiobook	3	12	9	300.0%
_juv_fiction	1014	1672	658	64.9%
_juv_foreign	9	4	-5	-55.6%
_juv_movie	61	112	51	83.6%
_juv_nonfiction	294	291	-3	-1.0%
_magazine	44	51	7	15.9%
_movie	503	298	-205	-40.8%
_music	60	78	18	30.0%
_nonfiction	453	538	85	18.8%
_new_book	426	410	-16	-3.8%
_ya_av	32	68	36	112.5%
_ya_fiction	127	109	-18	-14.2%
_ya_nonfiction	21	31	10	47.6%

Circulation Profile:	Oct-22	Oct-23	
_audiobook	1.3%	0.6%	-0.7%
_biography	2.7%	1.6%	-1.0%
_express	0.4%	0.4%	0.0%
_fiction	18.4%	17.7%	-0.7%
_foreign_language	0.1%	0.1%	-0.1%
_juv_audiobook	0.1%	0.3%	0.2%
_juv_fiction	25.4%	36.1%	10.6%
_juv_foreign	0.2%	0.1%	-0.1%
_juv_movie	1.5%	2.4%	0.9%
_juv_nonfiction	7.4%	6.3%	-1.1%
_magazine	1.1%	1.1%	0.0%
_movie	12.6%	6.4%	-6.2%
_music	1.5%	1.7%	0.2%
_nonfiction	11.4%	11.6%	0.2%
_new_book	10.7%	8.8%	-1.8%
_ya_av	0.8%	1.5%	0.7%
_ya_fiction	3.2%	2.4%	-0.8%
_ya_nonfiction	0.5%	0.7%	0.1%

ELECTRONIC RESOURCES SUMMARY

Daily OverDrive Checkouts



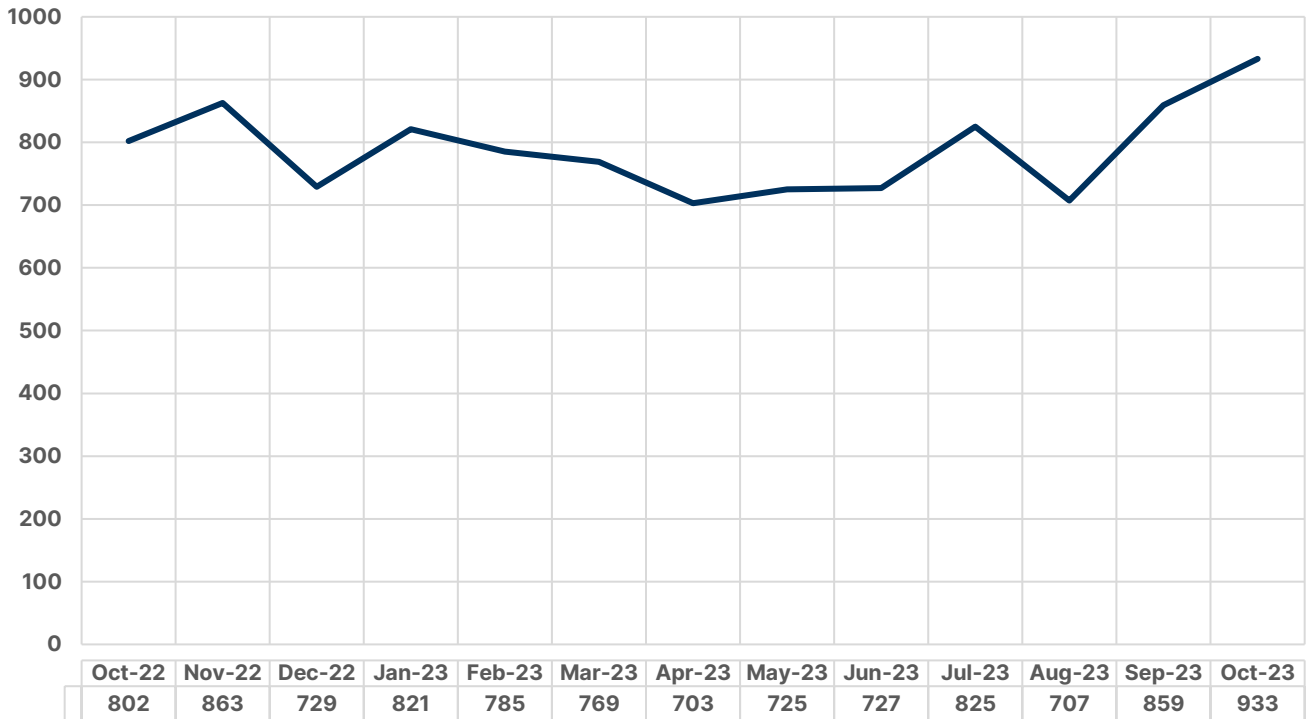
	Adult Fiction	Adult Non-Fiction	Juvenile Fiction	Juvenile Non-Fiction	Y/A Fiction	Y/A Non-Fiction	Other	TOTAL
Oct-22	4831	1357	541	110	399	5	401	7644
Nov-22	4503	1317	505	74	461	12	390	7262
Dec-22	4391	1411	577	81	423	21	293	7197
Jan-23	4899	1639	748	102	472	28	337	8225
Feb-23	4676	1512	655	71	420	22	386	7742
Mar-23	5098	1497	659	86	476	13	303	8132
Apr-23	4829	1430	626	82	504	11	248	7730
May-23	5190	1510	769	90	491	14	329	8393
Jun-23	5367	1466	696	68	508	18	322	8445
Jul-23	6003	1572	823	89	519	32	415	9453
Aug-23	6014	1617	976	92	519	23	458	9699
Sep-23	5616	1602	1163	79	531	23	679	9693
Oct-23	5561	1556	771	57	530	8	1962	10445

ELECTRONIC RESOURCES SUMMARY

Hoopla Circulation

	Audiobook	Comic	eBook	Movie	Music	Television	Binge Pass	Total
Oct-22	472	85	234	79	45	110	11	1036
Nov-22	518	102	284	92	54	128	18	1196
Dec-22	570	97	266	70	96	113	16	1228
Jan-23	643	120	383	67	69	143	22	1447
Feb-23	574	94	312	90	64	111	9	1254
Mar-23	517	86	318	109	88	109	11	1238
Apr-23	558	89	322	80	70	154	8	1281
May-23	675	140	335	113	98	117	15	1493
Jun-23	662	119	351	110	78	86	11	1417
Jul-23	690	112	435	109	75	89	13	1523
Aug-23	760	110	424	129	94	93	11	1621
Sep-23	731	104	476	125	87	79	13	1615
Oct-23	799	102	427	84	69	73	14	1568

Kanopy Downloads



BOOK STOCK

OCTOBER 2023

RIVERFRONT LIBRARY	2023	2022
Number of volumes at end of previous month	160,164	
Number of volumes added this month	646	
TOTAL	160,810	
Number of volumes lost/withdrawn this month	52	
TOTAL VOLUMES RIVERFRONT LIBRARY	160,758	156,517

GRINTON I. WILL BRANCH		
Number of volumes at end of previous month	160,695	
Number of volumes added this month	1,165	
TOTAL	161,860	
Number of volumes lost/withdrawn this month	750	
TOTAL VOLUMES GRINTON I. WILL BRANCH	161,110	152,940

CRESTWOOD BRANCH		
Number of volumes at end of previous month	31,128	
Number of volumes added this month	231	
TOTAL	31,359	
Number of volumes lost/withdrawn this month	62	
TOTAL CRESTWOOD BRANCH	31,297	26,535

TOTAL VOLUMES IN YONKERS PUBLIC LIBRARY	353,165	335,992
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HOLIDAY SCHEDULE – 2024

<u>Holiday</u>	<u>Date</u>
New Year's Day	Monday, January 1
Dr. Martin Luther King Jr.'s Birthday	Monday, January 15
Lincoln's Birthday	Monday, February 12
Washington's Birthday	Monday, February 19
Easter	Sunday, March 31
Memorial Day	Monday, May 27
Juneteenth	Wednesday, June 19
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Columbus Day/Indigenous People's Day	Monday, October 14
Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving Day	Thursday, November 28
Christmas Day	Wednesday, December 25
Close at 5 p.m.:	
Thanksgiving Eve	Wednesday, November 27
Christmas Eve	Tuesday, December 24
New Year's Eve	Tuesday, December 31