

NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday April 14, 2016

Haina Just-Michael, Board President, called the meeting to order at 7:32 p.m.

BOARD MEMBERS

Haina Just-Michael, President
Charles Burke, Jr, Vice President
Quentin S. Jacobs, Secretary
Dierdra Gray Clark (excused)
Damon Maher
Gregory T. Varian
Yadira Ramos-Herbert

ADMINISTRATION

Thomas Geoffino
Jean Manning
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray (excused)

OLD BUSINESS:

Downtown Redevelopment: Chuck Burke had no updates in relation to our library and issues tied to downtown redevelopment. No conversations are currently underway nor planned with RDRXR until HR&A completes Phase 1 of the consulting effort.

HR&A is now in the process of gathering the names/contact information of individuals (current and library Board members and advocacy group leaders), associated with our library, in order to discuss issues relating to the library and its future. A number of relevant documents regarding our library have been forwarded to our HR&A contact for their consideration in relation to their forthcoming report. It is expected that this report will be made at either the May or June 2016.

The issue of a survey to gauge public opinion regarding the library and its connection to downtown redevelopment was discussed at length. The Board reaffirmed its commitment to create a widely distributed unbiased survey document that would canvass residents about their opinions related to the potential sale of the library/library property and the subsequent reconfiguration/new construction of the library facility. This document is still in the planning stages but will likely be distributed in the near future.

Additional conversations occurred between Board members (and members of the public) regarding redevelopment issues occurred during the following Public Discussion section of the meeting.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Marjorie Sachs	14 Lakeside Drive
Dorothy Oliver	162 Clinton Avenue
Lorraine Karl	15 Summit Avenue
Jay Wegimont	715 North Avenue

WLS REPORT:

No report was made.

EXPENDITURES:

Vouchers previously reviewed by various Board members were found to be in order and co-signed appropriately. Board approved payment of the following vouchers:

<u>April Vouchers</u>	
Health Care	\$48,074.07
Contractual	\$74,706.21
Materials	\$31,456.23
Gifts and Donations	\$1,590.41
Bond-Capital	\$251,719.90
Grants	\$5,501.60
Various	\$2,687.17
Total Reported	\$415,735.59

FINANCIAL REPORT:

Documents relating to the library's fiscal situation were distributed but no report was made in accordance with the wishes of the Board.

PRESIDENTS REPORT:

No report was made as it was integrated into the Director's Report.

DIRECTOR'S REPORT:

Tom Geoffino reported on the following issues:

+ HCL Grant: New York State Construction Grant FY2013/14 \$11,600 Huguenot Children's Library grant application (relating to the replacement of lighting and the reconfiguration of storage space at the Huguenot Children's Library) is nearly complete with the storage component now in the design stage. Our goal is to see the installation occur in February 2016 – this goal is contingent upon obtaining permission from both the New Rochelle Parks Department and New Rochelle Building Department for placement of the unit on adjacent City property. Conversations regarding this unit (selection and location) are ongoing with questions as posed by both departments yet to be answered.

+ Adult First Floor Grant: Our FY 2013/14 New York State Construction Main Library \$60,000 grant application (relating to the renovation of adult areas on the first floor) is nearly complete - the furniture/shelving/laptop "bar" is now in place. Additional changes/enhancements, as recommended by staff, are in the planning stages with additional shelving, furniture, signage and other "accessories" to be submitted to the Foundation for purchase as a part of the FY2016/17 annual grant.

+ Future New York State Grant: The 2016/17 New York State Library Construction Grant Program has not been announced but our library is once again considering making 2 grant applications – the Main Library grant application will be for the Ossie Davis Theater HVAC system and the HCL application will be for the replacement of assorted HCL windows. We are continuing to gather information for both efforts in anticipation of the opening of the grant application period.

+ Chiller Grant Opportunities: Our FY 2015/16 \$93,487 New York State Construction Grant for the Main Library Chiller Replacement Project is still awaiting approval from the New York State Library

and the Dormitory Authority of the State of New York. Initial payments will likely arrive in September 2016.

+ Passport Acceptance Center: The regional Passport (Norwalk) Office notified us earlier in the month that our application has been denied despite initial approval earlier in 2016. Our intention is to reengage in with Senator Kirsten Gillibrand's office for further assistance regarding this matter as well as seek help from Representative Eliot Engel's office with the intercession of Rep. Engel staff member (and New Rochelle resident) Jay Wegimont.

+ Neighborhood Association Visits: Visits to local neighborhood association meetings in order to publicize the May 17th election have been few in number (6 meetings) but reasonably positive in relation to resident reaction to the proposed FY2016/17 budget request. The annual Library mailer highlighting usage/activity levels and the current and proposed FY2016/17 library budget has been created and will be mailed to all New Rochelle residents before the upcoming election.

+ My Brother's Keeper (MBK) Event at NRPL: MBK is planning their first anniversary event for May 11th in our main library facility. A student concert is scheduled in the theater from 5 – 6 pm, then a big "birthday party" using our theater stage, meeting room and lobby. Additionally, the Children's Room along with our outdoor Alphabet Garden will be open for event attendees. It is expected that over 200 participants will utilize our facility in celebration of this important MBK milestone.

+ Friends of the New Rochelle Public Library: The Friends will hold its next monthly Board meeting on May 11th with its Book Sale scheduled for May 6th and 7th. The Library continues to assist the Friends in their Book Store fundraising efforts - now nearly \$67,000 pledged to date.

+ NRPL Foundation: The next Foundation Board meeting is scheduled for May 16th. Foundation donor recognition events are currently scheduled for April 16th (at Foundation President Chris Selin's home) and May 1st (at former Foundation President, and current Board member, Paul Warhit's home.)

MINUTES OF BOARD MEETING:

The March 10th meeting minutes were reviewed by the Trustees. Greg Varian moved that the minutes be approved as amended, seconded by Damon Maher and approved.

PERSONNEL REPORT:

No report was made.

PROJECT MANAGERS REPORT:

Project manager Roxanne Neilson was unable to attend the meeting and did not submit a written report for Board consideration.

BUILDING AND GROUNDS COMMITTEE:

No report was made.

BUDGET COMMITTEE:

No report was made.

COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE:

Chair Haina Just-Michael reported that the New Rochelle Public Library Foundation is planning on a "Murder Mystery Night at the New Rochelle Public Library" on Saturday, October 29, 2016. She also indicated that the Friends are close to reaching their goal of obtaining full funding (via donations) for

their library lobby book store. Haina also highlighted the likely continuation of the popular Partnership for the Huguenot Library's "Summer Fun" drop-in program at the Huguenot Children's Library. Haina reported that she continues to broadcast her monthly WVOX "All Things New Rochelle Public Library" show every 3rd Tuesday at 12 noon as well as a brief 5 minute library event/service highlight every Wednesday mornings around 7:40 am.

FINANCE, TREASURY AUDIT COMMITTEE:

Committee member Chuck Burke reported that the library will obtain its \$500,000 bond monies via a BAN transaction on April 27, 2016.

PERSONNEL COMMITTEE:

No report was made.

POLICY COMMITTEE:

Committee Chair Damon Maher reported his committee is prepared to work on the draft Bedbug Policy as submitted for consideration by former Trustee Emery Schweig.

SPECIAL PROJECTS:

Damon Maher spoke about our collaborative efforts with My Brother's Keeper, especially in relation to the creation of book "kiosks" located throughout the community.

Conversation ensued between Board members and members of the public about this issue and the approaches the library might consider regarding potential methods of fund raising for the establishment of such sites.

Greg Varian raised the issue of televising Library Board meetings on the local access cable network as such an accomplishment would underscore the Library Board's commitment to transparency in relation to its activities. Haina Just-Michael addressed this issue by endorsing this outcome but highlighted the obstacles in putting such a plan into action, specifically tied to funding, technology and personnel issues. Nonetheless, she promised to continue to work towards finding solutions to these problems in order to achieve the goal of televising Board meeting for all interested residents.

The meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Quentin Jacobs

Secretary