

**NEW ROCHELLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING MINUTES  
Thursday April 2, 2015**

Haina Just-Michael, Board President, called the meeting to order at 7:40 p.m.

BOARD MEMBERS

Haina Just-Michael, President  
Emery Schweig Vice President  
George Walters, Secretary  
Gregory T. Varian  
Quentin J. Jacobs (excused)  
Charles Burke, Jr.  
Damon Maher

ADMINISTRATION

Thomas Geoffino  
Jean Manning (excused)  
Mary Kane Pasacreta

WLS REPRESENTATIVE

LaRuth Gray (excused)

MINUTES OF BOARD MEETING:

The March 12th, meeting minutes were reviewed by the Trustees. Greg Varian moved that the minutes be approved as amended, seconded by Haina Just-Michael and approved.

WLS REPORT:

No report was made as LaRuth Gray was unable to attend.

EXPENDITURES:

No report was made due to the absence of the Administrative Assistant as a result of her bereavement leave.

FINANCIAL REPORT:

No report was made due to the absence of the Administrative Assistant as a result of her bereavement leave.

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:

+ Security Issues: As a follow-up to the March report, the library has been active in the aftermath of a series of teen room disturbances occurring during the week of March 2<sup>nd</sup>. Meetings were scheduled with School District personnel as well as the City Manager and Police Commissioner in order to devise solutions to mitigate rowdy teen behavior. These meetings did take place and were positive and productive as the City promised to continue to schedule police “beat” appearances in our facility whenever possible. The Police Commissioner also indicated that a new patrol, with transportation via a “chariot” motorized vehicle, will be formed in order to tour downtown New Rochelle, including regular visits to our library. They are also planning to “tap” into our internal camera surveillance system in order to enhance scrutiny of interior activity and improve police response during difficult moments as well as working with us in relation to the establishment of exterior cameras in various appropriate locations. Our School District conversations are still in process but we hope to announce an enhanced partnership between our library and the BOE security team in the near future.

+ Long Range Plan Status: The plan is ready for approval with only minor editing issues (rearranging the photograph selection in the document) requiring attention. The Board agreed to formally review and approve the document at the May meeting.

+ New Library Web site: MSM DesignZ Inc., the vendor awarded the contract for the “retooling” of our new website, continues to make steady progress in its work. Our expectation is that an updated new website (with enhanced functionality and a more visually appealing look) will go “live” in early Summer 2015.

+ Reports from Tom Geoffino and assorted Library Board members regarding RDRXR and its interest in our library will be deferred to the “Old Business” portion of the meeting.

+ Tom Sawyer and the Big Read at NRPL: Our latest Big Read effort, a citywide “read” of The Adventures of Tom Sawyer, will hold its kickoff event on May 3<sup>rd</sup>. Featuring Cindy Lovell, Executive Director of the Mark Twain House, and noted Twain impersonator Alan Kitty, this program is the beginning of a splendid series of programs and opportunities for all ages to learn more about this book and its great author as well as his life and times. Please consult our newsletter as well as our website ([www.nrpl.org](http://www.nrpl.org)) to learn more about the particulars of this wonderful National Endowment for the Arts sponsored effort.

+ Friends of the New Rochelle Public Library will hold its next Board meeting on April 15th along with its monthly book sale scheduled for April 3<sup>rd</sup> and 4<sup>th</sup>. The New Rochelle Public Library Foundation has scheduled its next meeting for May 18th.

#### PERSONNEL REPORT:

No report was made.

#### BUILDING AND GROUNDS COMMITTEE:

Quentin reported that Roxanne Neilson, Project Manager, was not able attend this meeting but her previously forwarded written report was shared with Board members.

Other issues discussed were as follows:

+ The delayed commissioning of the elevator (the elevator was promised to be functional by the end of March – no definite time frame currently is set) was discussed at length with Tom Geoffino reporting that community sentiment is turning increasing negative due to the library’s inability to deliver on its promise.

+ Chuck Burke inquired about RDRXR’s follow up regarding their interest in exploring the nature of our chiller’s declining functionality as well as its promise to provide additional temporary cooling options for our library if we experience a failure prior to the proposed replacement of the chiller. Apparently, RDRXR’s vendor investigated the chiller’s mechanical dysfunction and is satisfied that the only viable option is replacement - as well as providing the Project Manager with the name of a vendor able to supply a cost effective temporary air conditioning if necessary.

- + Tom Geoffino indicated that a few isolated (and third hand) complaints about the new library exterior electronic signage have been reported but no one has yet formally contacted the library to register a complaint.
- + The issue of further upgrades to the library facility was discussed relative to conversations previously held with RDRXR. Tom detailed the projects that are underway with contracts in place and an imperative need to reach completion. In addition, he described projects, such as the proposed replacement of the Circulation Desk and the establishment of a Friends Lobby Book Store that are not crucial but of great importance to the library and its ability to continue to be viable. He also highlighted the investment that our Foundation and Friends groups possess relative to keeping the library attractive to individuals seeking to affiliate with advocacy and fund raising efforts.

#### BUDGET COMMITTEE:

Committee Chair Emery Schweig indicated a mathematical omission occurred in the formulation of the draft 2015/16 Library Budget- last year's \$125,000 Fund Balance usage was not factored into the FY2015/16 budget as approved in April. As a consequence, we need to account for this gap in next year's budget if it is approved on May 19<sup>th</sup>. The positive news regarding this situation is, due to our conservative fiscal spending approach, these monies may not be utilized in this current budget thus allowing the library to utilize these monies in FY2015/16. Haina Just-Michael detailed her conversation with Superintendent Brian Osborne regarding our desire that the library be given the opportunity to revisit next year's budget proposal in order to make modifications as well as allow our library to submit future budget proposals in the later April time period (similar to the School District timetable.) Haina reported that she has yet to receive any sort of answer in relation to either request.

#### COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE

No report was made.

#### FINANCE, TREASURY AUDIT COMMITTEE:

Committee Chair Greg Varian indicated that he is concerned about our May 19<sup>th</sup> Bond Proposition achieving passage given our ongoing conversations with RDRXR as well as the proposed FY2015/16 budget request calls for a 4.35% tax levy increase. Compounding this issue is his unease with our significant use of the Fund Balance for both initiatives. Greg declared his interest in our ability to reconsider the FY2015/16 proposed budget if the library is allowed the ability to do so. If so, he is in favor of possibly making cuts in various budget lines in order to make the document more palatable to New Rochelle residents.

#### PERSONNEL COMMITTEE:

No report was made

#### POLICY COMMITTEE:

Chair Emery Schweig reported that the Committee has scheduled a meeting for April 2<sup>nd</sup>. Creation of a video surveillance policy is on the agenda along with a general status review of outstanding policy issues.

#### SPECIAL PROJECTS:

No report was made.

OLD BUSINESS:

RDRXR: A long and protracted dialogue occurred regarding the opportunities presented by RDRXR specific to the relocation and recreation of a newly enhanced New Rochelle Public Library. Haina, Emery, Chuck and Tom highlighted the April 1<sup>st</sup> meeting held in New York City. Certainly no agreement was struck but a better understanding of the needs of both organizations was achieved along with a sincere agreement for all parties to continue to be open minded and flexible in relation to process as well as an acceptable outcome. The Board agreed that the library (and its stakeholders – staff, patrons, etc.) need to continue to examine the issues that relate to this opportunity so that a list of facility “must haves” be established reflective of the needs of the community both today and in the future. The issue of appropriate assistance necessary to make such a project successful was addressed as well as the means to finance this component was discussed in great detail. Important weight was given to the concept that the Board must continue to communicate effectively and remain inclusive in this process relative to its members as well as the crucial stakeholders – our patrons, advocacy groups and staff.

HCL Conveyance: Greg Varian moved that the Library Director be authorized to execute all documents in connection with the conveyance of the Huguenot Children’s Library from the City of New Rochelle to the New Rochelle Public Library, seconded by George Walters and approved.

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

George Walters,

Secretary