

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday December 18, 2014**

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

BOARD MEMBERS

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

ADMINISTRATION

Thomas Geoffino
Jean Manning
Mary Kane Pasacreta

WLS REPRESENTATIVE

LaRuth Gray (excused)

LIBRARY ATTORNEY

Marc Sharff

RDRXR PRESENTATION

Representatives of RDRXR, Donald Monti, Brandon Palanker and Mark Evans, participated in a presentation regarding RDRXR's proposed plan (Memorandum of Understanding - MOU) with the City of New Rochelle. This effort constitutes a potentially extraordinary and significant economic development opportunity for the city and its residents. The RDRXR "team" outlined their overarching concept for development downtown with the creation of an active, mixed-use district with convenient, safe, and pleasant access to the New Rochelle Transportation Center. This plan would incorporate the development of economically diverse high quality housing, modern retail, commercial, office and hotel space integrated with a well-designed pedestrian friendly streetscape and by an abundance of green space. RDRXR emphasized their process includes prolonged and widespread community input as an integral element in the determination of this plan. Following the initial cessation of the RDRXR presentation, a prolonged question and answer session took place involving the RDRXR team, Library Board trustees, administration and staff, City Development officials and members of the public.

Specific to New Rochelle Public Library's involvement in this effort, Mr. Monti asked the library to enter into a non-binding MOU with his organization in order to provide the framework for initial discussions.

PROJECT MANAGER REPORT:

Roxanne Neilson, Project Manager, reported on the following issues:

+ Sprinkler System Update: Construction is complete - sprinkler system is now operational. Binder in production for distribution library Maintenance Department – electronic copy sent to New Rochelle Fire Department. Cycle maintenance is scheduled to be completed by June 12, 2015.

- + Lawton/Memorial Highway Vestibules Update: The opening of the Memorial Highway entrance is still on schedule to occur in late February 2015 with the closing of Lawton Street entrance scheduled to follow for March 2015.
- + Electronic Signage: Installation is now in place – programming delayed due to inability to maintain a stable Wi-Fi signal. Dialogue with vendor is underway. Issues regarding non-profit and commercial “advertisements” on this venue will likely require Policy Committee consideration policy recommendation and Board approval.
- + Theater HVAC: Funding has been obtained to finance this project. CROC to review bid documentation.
- + Chiller Project: 3 vendor responses have been received to date. Analysis/bid documentation has resulted in CROC recommendation that OLA, lowest bidder be awarded the bid.

Greg Varian moved to authorize that OLA be awarded the chiller Analysis bid Document contract at a cost of \$38,500 in total, seconded by Emery Schweig and approved.

+ Elevator Project: The effort is moving forward with Liberty Elevator fully deployed - submittals will be completed in the near future. Completion is slated for March 15, 2015.

EXECUTIVE SESSION:

At 9:35 pm, Greg Varian moved to go into Executive Session for the purposes of discussing a legal and personnel matters, seconded by Emery Schweig and approved. Executive Session ended at 10:37 pm

MINUTES OF BOARD MEETING:

The November 11th meeting minutes were reviewed by the Trustees. George Walters moved that the minutes be approved, seconded by Chuck Burke and approved.

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>December Vouchers</u>	
Bond – Capital	\$44,208.30
Health Care	\$125.00
Gifts and Donations	\$13,597.15
Contractual	\$69,221.47
Materials	\$49,990.77
Various	\$5,240.83

FINANCIAL REPORT:

No report due to the lateness of the meeting relative to the RDRXR Presentation and the following question/answer session.

WLS REPORT:

No report due to the lateness of the meeting relative to the RDRXR Presentation and the following question/answer session.

PRESIDENTS REPORT:

No report due to the lateness of the meeting relative to the RDRXR Presentation and the following question/answer session.

DIRECTOR'S REPORT:

Tom Geoffino presented an abbreviated report due to the lateness of the meeting relative to the RDRXR Presentation and the following question/answer session:

+ On December 15th, the Friends of New Rochelle Public Library approved our 2015 \$53,250 grant request. These monies will fund children, teen and adult programming as well as local history initiatives and other efforts underway at our library.

+ Our Long Range Plan initiative is still in process but nearing completion. The Long Range Plan Committee Steering Committee (consisting of Chair Chris Selin, Haina Just-Michael, Emery Schweig, and Tom Geoffino) are still engaged in diligently working on the continuing review/enhancement of this document. Additional input by the entire staff was solicited yesterday at a system staff meeting – the Steering Committee received good input and will integrate as appropriate into the document. Upon completion of this effort, the plan will be shared with our advocacy groups (NRPL Friends and Foundation and Partnership for the Children's Library) at a joint meeting to be held in January 2015. The plan will then be made available to the community.

+ Friends of the New Rochelle Public Library will hold its next Board meeting on January 19th along with its monthly book sale scheduled for January 9th and 10th. The New Rochelle Public Library Foundation has scheduled its next meeting for January 20th.

PERSONNEL REPORT:

Chuck Burke moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the departure of Library Page Carl Strom effective November 20, 2014 at a salary of \$9.04 per hour seconded by Damon Maher and approved.

Chuck Burke moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the departure of Library Page Nana Kwame Reynolds, effective November 14, 2014 at a salary of \$8.00 per hour, seconded by Damon Maher and approved.

BUDGET COMMITTEE:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

No report was made.

COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE

Chair Haina Just-Michael reported her radio appearances on WVOX continue to be popular- both her 5 minute "update" every Wednesday at 7:25 am and her monthly 3rd Tuesday of the month 12 noon interview program. Terry Kirchner, WLS Executive Director was Haina's most recent guest and was

adjudged to be successful in discussion regarding County and local library service available to New Rochelle and other Westchester residents

FINANCE, TREASURY AND AUDIT COMMITTEE:

No report was made.

PERSONNEL COMMITTEE:

No report was made.

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

No report was made.

The meeting was adjourned at 10:45 p.m.

Respectfully submitted,

George Walters,

Secretary