

NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday May 5, 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 (absent)
Dierdra Gray Clark
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 provided an update regarding our library and issues tied to downtown redevelopment. As previously indicated at the April meeting, there are no conversations currently underway, nor planned, with RDRXR until HR&A completes Phase 1 of the consulting effort.

Chuck reported that HR&A have nearly completed the process of interviewing the names/contact information of individuals (current and library Board members and advocacy group leaders), associated with our library. He related that these conversations related specifically to the current status of our library and its future.

Discussion ensued about the appropriate format to present the HR&A Phase 1 report respective to content and date. The Board determined that HR&A will make its presentation in the context of a Special Meeting (either on May 18th or May 23rd – dependent upon the availability of the Ossie Davis Theater) with the meeting agenda to include a public presentation by HR&A, public comment strictly governed by Board approved time limits, public presentation of the proposed library development survey and an executive session to discuss HR&A’s perspective on the development question that will include potential “next steps” for Board consideration. The executive session will be called as this portion of HR&A’s presentation will involve the “proposed acquisition, sale or lease of real property with the understanding that publicity would substantially affect the value thereof” and so must, at this point in time, remain private and confidential in order to protect the interests of the library and the New Rochelle community.

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 and 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:

Dan Miller	14 Lakeside Drive
Lorraine Karl	15 Summit Avenue
Marjorie Sachs	14 Lakeside Drive

WLS REPORT:

LaRuth Gray was unable to attend the meeting but Tom Geoffino provided an overview about the WLS Free Direct Access Plan (WLS FDAP). LaRuth is planning to attend the June 9th Library Board meeting and will address of this document relative to the Board's need to pass a resolution either in favor or against the WLS FDAP.

EXPENDITURES:

No financial information was presented to the Board as the early meeting precluded the ability to gather together information necessary to create the April summary of expenditures. This information will be available at the June 9th Board meeting.

FINANCIAL REPORT:

No documents relating to the library's fiscal situation were distributed given the early meeting date. This information will be available at the June 9th Board meeting.

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 May 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 project (relating to the renovation of adult area on the first floor) is complete. 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. the FY2016/17 Foundation Annual Grant.

- + Future New York State Grant: As discussed at the March Board meeting, the 2016/17 New York State Library Construction Grant Program has yet to be announced but our library is once again planning to make 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.
- + Neighborhood Association Visits: Visits to local neighborhood association meetings in order to publicize the May 17th election continue to be 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 will be mailed to all New Rochelle residents by tomorrow (May 6th)
- + 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 \$64,000 pledged to date.
- + NRPL Foundation: The next Foundation Board meeting is scheduled for May 16th. On June 9th, the foundation will sponsor the “Cocktails and Conversation” event with powerhouse literary couple David Friend and Nancy Paulsen at Alvin & Friends Restaurant. The Foundation Annual Grant listing of goods and services, as devised by the library staff, was shared with Library Board members.

MINUTES OF BOARD MEETING:

The April 14th meeting minutes were reviewed by the Trustees. Yadira Ramos-Herbert moved that the minutes be approved as amended, seconded by Damon Maher and approved.

PERSONNEL REPORT:

No report was made.

PROJECT MANAGERS REPORT:

Roxanne Neilson, Project Manager, made the following presentation:

- + Memorial Highway Entrance: The Memorial Highway Entrance is open and functional. Nonetheless, a number of punch list issues are yet to be resolved and include protective film for the fabricated panels as well as additional panels for the unfinished exterior column, door weather stripping, “clean out” cap, exterior canopy signage, etc. The Project Manager reported that all such issues are in the process of being appropriately addressed by the vendor.
- + Theater HVAC: Preparation of the RFP is pending relative to the outcome of Chiller Project.
- + Electronic Sign: An update was provided regarding the status of the library’s request that IP technology be introduced in order to allow for quick and seamless updating of sign information. The library has taken steps to secure costs associated with the installation of low voltage wiring that would allow for this necessary feature – along with the Project Manager’s efforts to obtain pricing for similar work from another vendor. Additional discussion ensued in relation to the vendor’s responsibility to prove that the wireless interface approach as implemented has been shown as unsuccessful. At the April

Board meeting, it was deemed necessary that a wireless “test” must be undertaken in relation to this problem in order to definitively prove that the original solution is inadequate to meet the needs of the library. Since that time, a satellite engineer was consulted regarding this situation with the determination made that poor transmission was a factor due to a variety of factors including line of sight, signal interference and poor transmitter quality. The recommended solution of the satellite engineer is to hardwire the sign in order to eliminate data transmission issues. As of yet, no response has been received from the sign vendor regarding this issue.

+ Chiller: As of May 5th, the system is substantially completed but balancing and run test results are pending. These reports will be made available to OLA ASAP.

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 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:

No report was made.

PERSONNEL COMMITTEE:

No report was made.

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

Tom Geoffino detailed the efforts that Rockwell Ad Hoc Committee (consisting of himself, Haina Just-Michael, Barbara Davis and Emery Schweig) has undertaken relative to the issue of our Rockwell mural. The Committee believes that at this point in time the most viable and attractive option is to bring the Rockwell back and rehang it in the Main Library Children’s area with additional security and appropriate climate control encapsulation in place. More research is required before this option is to be presented to the Board for their consideration.

Additional conversation about the library survey ensued. The draft is in place with additional refinements nearly complete. It is expected that this document will be made available within the very near future – both English and Spanish paper versions will be available inside the library as well as the electronic versions available on the library website as well as the library’s public computers. Community Relations will publicize the survey through press releases as well as social media activity.

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Quentin Jacobs

Secretary