

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday June 8, 2017**

Chuck Burke, Board President, called the meeting to order at 7:38 p.m.

BOARD MEMBERS

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

ADMINISTRATION

Thomas Geoffino
Jean Manning
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray

NEW BUSINESS:

BOARD MEMBER OATH OF OFFICE:

Yadira Ramos-Herbert (term of office expiring on June 30, 2022) was sworn in by Board President Chuck Burke.

OLD BUSINESS:

Downtown Redevelopment:

President Chuck Burke, reported that no activity relative to conversations/negotiations with RXR has occurred since the May Library Board President's report.

WLS REPORT:

WLS Executive Board member LaRuth Gray reported on the following issues:

- + Net Neutrality Rule Change: LaRuth and Tom Geoffino provided the background/context for this significant rule change. LaRuth shared the strongly worded negative letter WLS Executive Director response Terry Kirchner sent to the FCC in response to the controversial decision.
- + Revised WLS Board Attendance Policy: LaRuth reported that WLS changed its Board Bylaws to allow Board members to participate in WLS Board meetings remotely if a series of predetermined conditions were met.
- + WLS Audit: This document, LaRuth indicated, was completed with general information regarding the contents of the report shared with interested Board members along with Tom Geoffino.
- + Mount Vernon Public Library (MVPL): LaRuth brought our Library Board up-to-speed in relation to the status of MVPL and its status as the Central Library of WLS. At this point in time, no decision has been made about this designation but study is underway and ongoing.

PROJECT MANAGER'S REPORT:

Roxanne Neilson, Project Manager, did not attend the meeting. No report was submitted in advance by Ms. Neilson.

MINUTES OF BOARD MEETING:

The May monthly meeting minutes were reviewed by the Trustees. Dierdra Gray Clark moved that the minutes be approved as amended, seconded by Chuck Burke and approved.

The May Public Budget Hearing meeting minutes were reviewed by the Trustees. Dierdra Gray Clark 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>May Vouchers</u>	
Bond-Capital	\$130,605.74
Health Care	\$97,875.55
Contractual	\$122,395.58
Various	\$1,986.01
Materials	\$45,270.03
Petty Cash	\$233.30
Gifts and Donations	\$2,793.45
Total:	\$396,565.93

FINANCIAL REPORT:

No report was made.

PRESIDENT'S REPORT:

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

DIRECTOR'S REPORT:

Tom Geoffino reported on the following issues:

+ Main Library Theater HVAC Grant: In August 2016, our library submitted a FY 2016/17 New York State Construction Grant awards in relation to work proposed for the Main Library Theater HVAC Project. Our grant award for this project was \$77,647 per WLS Board of Trustees. However, this award was recently increased by \$1,157 to \$78,804 due to the withdrawal of another WLS library grant application. The New York State Library will confirm the award, pending Dormitory Authority of the State of New York approval, in May/June 2017. The library expects to receive this grant in August/September 2017.

+ HCL Window Replacement Window Grant: In August 2016, our library submitted a FY 2016/17 New York State Construction Grant awards in relation to work proposed for the HCL Window Replacement Project. Our grant award for this project is \$27,647 per WLS Board of Trustees. However, this award was recently increased by \$1,157 to \$28,804 due to the withdrawal of another WLS library grant application. The New York State Library will confirm the award, pending Dormitory Authority of the

State of New York approval, in May/June 2017. The library expects to receive this grant in August/September 2017.

+ Smart Family Foundation: The Library is still awaiting formal notice of approval from the Smart Family Foundation regarding its agreement to provide grant funding for the retrofitting of the soon-to-be vacated Friends Book Store into a Volunteer Center space.

+ May 16th Library Budget Vote: Tom Geoffino highlighted the Library's very successful FY 2017/18 budget vote and congratulated Board members and library staff on their efforts throughout the year that made possible such a positive outcome. In addition, he congratulated Yadira Ramos-Herbert on her reelection to the Library Board.

+ Rockwell Update: The library is expecting the delivery of Betty Krulick's Norman Rockwell "Land of Enchantment" appraisal document within the next few weeks. Discussion ensued regarding variety of prospective issues surrounding the insurance, security, return process and location of the Rockwell (predicated upon receipt of the new appraisal.) The Board expressed the desire to review this situation in more detail at its July meeting, given the delivery of the Krulick appraisal.

+ FY2017/18 Proposed Schedule Board Meetings: Dierdra Gray Clark moved that the FY2017/18 Proposed Schedule of Board Meetings be approved as amended, seconded by Chuck Burke and approved.

+ Nominations Committee: Chuck Burke indicated that he will appoint an ad hoc Nominations Committee in order that a recommended slate of officers be made available for consideration at the July Board meeting. The Committee will also work on any adjustments deemed necessary in relation to Board Committee assignments.

+ Friends of NRPL: The formal Book Store opening is scheduled for June 14th. The Friends will hold its annual Summer Board meeting on July 12th with its Book Sale scheduled for July 6th and 7th.

+ NRPL Foundation: Tom Geoffino presented the draft FY 2017/18 Foundation Grant request to the Board for their consideration. Discussion ensued regarding the document specific to the various project components. The Board made some modifications to the proposal and proposed to further discuss prior to the Foundation Board annual meeting scheduled for June 20th at Posto 22. Chuck Burke requested that the Board be integrated earlier in the FY2018/19 process in order to provide its particular perspective/imprimatur on use of the grant monies. Planning continues to move forward in relation to the next significant Foundation fund raising affair, currently entitled "A Movable Feast." Scheduled for October 21, 2017, this event will work within the theme of Paris in the "Roaring Twenties".

PERSONNEL REPORT:

Greg Varian moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the hiring of Library Clerk Alex Horvath effective May 23, 2017 at a salary of \$18.03 per hour seconded by Dierdra Clark Gray and approved.

Tom Geoffino reported that the recruitment for the vacant hourly Reference Librarian 1 position did not result in the employment of a viable candidate. He will meet with References Services Head Beth Mills in the near future to discuss options in our efforts to fill the need for hourly reference desk assistance

The newly revised Bilingual Children's Library Assistant position specification will likely be adopted by the Civil Service Commission in later June. Once the new job description is in place, we will go forward with advertisements for the position.

Kathy Cronin, Children Services Head, is out for an extended period of time due to health issues.

BUDGET COMMITTEE:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

Tom Geoffino reported that the Lawton Street Entrance Project final punch list (mostly focused on door issues/problems) is still awaiting action from Suburban Construction's door subcontractor Khlar Glass.

Tom Geoffino reported that the Building and Grounds Committee/CROC Committee meeting is scheduled for June 26th. The main agenda item will relate to the group's analysis (and possible action) regarding the endorsement of G. C. Eng Theater HVAC vendor recommendation.

Chuck Burke reported on the meeting between our library and the Partnership for the Huguenot Children's Library (PHCL). Chuck indicated that PHCL was experiencing a challenging transition time relative to its long term viability as an effective advocacy group and so was willing to allow our library to undertake the responsibility of the repair/restoration of the compromised HCL sidewalk section originally installed by the PHCL as a fundraising effort.

COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE:

No report was made.

FINANCE, TREASURY AUDIT COMMITTEE:

Committee Chair Greg Varian requested that Tom Geoffino seek additional information in "plain language" from Capital Markets Representative James Nytko relative to the upcoming (July) Bond/BAN decision.

PERSONNEL COMMITTEE:

Committee Member Dierdra Clark reported that she is planning to meet next week with Jean Manning in order to address issues surrounding overtime pay rates for hourly staff.

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

No report was made.

PUBLIC DISCUSSION:

The following individuals spoke during this time:
Darrell Williams

The meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Dierdra Clark
Secretary