

**NEW ROCHELLE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MONTHLY MEETING MINUTES**  
**Thursday March 8, 2018**

Chuck Burke, Board President, called the meeting to order at 7:36 p.m.

BOARD MEMBERS

Charles Burke, Jr, President  
Dierdra Clark Gray, Vice President  
Yadira Ramos-Herbert, Secretary  
Quentin S. Jacobs  
Greg Varian  
Whitney Barrat  
Daniel Bonnet

ADMINISTRATION

Thomas Geoffino  
Jean Manning  
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray (excused)

OLD BUSINESS:

Downtown Redevelopment:

President Chuck Burke, reported that Library Board has restarted the conversation regarding the proposed Phase 1 agreement to perform a valuation of the library property and associated development rights. The tentative Phase 1 approach still calls for RXR to establish an imprest account which it will fund that the Library in turn can use to pay the fees for valuation services noted in the Phase 1 agreement. Advisors engaged by the library may include a real estate consultant, attorneys and related service providers (as selected solely by the Library Board.) In exchange for the monies provided by RXR for the valuation services, the library would agree to a 9-month time period of exclusivity during which time the Library and RXR would engage in a discussion to see if there is a value or range of values at which the Library and RXR would be willing to move to a second phase of discussions exploring potential redevelopment opportunities for the Library.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Erika Ezikowitz	50 Poplar Place
Adam Deutscher	19 Sylvan Place
Dorothy Oliver	162 Clinton Ave.
Dan Miller	14 Lakeside Drive
E. Smith-Kilgore	914-576-0073
Marjorie Sachs	14 Lakeside Drive

WLS REPORT:

Dr. LaRuth Gray was unable to attend the Board meeting.

President Chuck Burke recapped the February Library Board presentation as made by Dr. Terry Kirchner, WLS Executive Director, in relation to WLS and acceptance of E-Rate funding. Chuck Burke moved to ask WLS Board Representative Dr. LaRuth Gray to consider supporting WLS in its application to receive its share of E-Rate funding, seconded by Dierdra Clark and approved.

Dierdra Clark moved to accept our library's New York State Annual Report submission, seconded by Chuck Burke and approved.

#### MINUTES OF BOARD MEETING:

The February meeting minutes were reviewed by the Trustees. Chuck Burke moved that the minutes be approved as amended, seconded by Whitney Barrat 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>February Vouchers</u>	
Health Care	\$4,867.02
Contractual	\$95,682.04
Various	\$1,988.06
Materials	\$28,158.55
Gifts and Donations	\$1,110.87
Total:	\$131,806.54

#### 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 increased by \$1,157 to \$78,804 due to the withdrawal of another WLS library grant application. This project is now slated to begin in May 2018.

+ Proposed Main Library Circulation Desk/Area Project: In August 2017, our library submitted a FY 2016/17 New York State Construction Grant application in relation to work proposed for the Main Library Circulation Area Project. The proposed project will allow the library to create a newly reconstituted Circulation Area, including an ADA compliant desk with unified circulation, return and registration functionality, back office area, library/lobby gates, security desk with electronic surveillance capability, new material anti-theft gates and patron placed hold pick-up shelving. Cost estimation for this project was \$368,485. On September 28<sup>th</sup>, our library was notified by the WLS Board that we were tentatively awarded the maximum grant amount of \$276,363. Next steps call for the New York State Library confirming the grant award pending Dormitory Authority of the State of New York support. The initial payment will likely arrive in August 2018. In the meanwhile, our Foundation is beginning its efforts to raise the \$92,000 matching amount necessary in the acceptance of the grant.

- + Opioid Crisis: Tom Geoffino framed the issue of the ongoing opioid crisis in the context of public libraries. He indicated that a poll of Westchester libraries indicated that many libraries are training staff to provide assistance to patrons in need of assistance due to drug overdose. He asked the Board to consider allowing library staff (strictly on a volunteer basis) to provide help in such situations. Board reaction was positive and asked the Policy Committee to consider this matter in more detail.
- + Friends of NRPL: The Friends will hold its next Board meeting on April 11th with its Book Sale scheduled for April 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup>.
- + NRPL Foundation: The next Foundation Board meeting is scheduled for March 19th. Other meetings later in the year include the May 21<sup>st</sup> meeting and the June 19<sup>th</sup> Annual Meeting. On March 12<sup>th</sup>, the ongoing and successful “Law at the Library” program series will feature Help for Homeowners: Navigating the City's Building Permit Process, including panelist and Library Trustee Greg Varian. The next “Cocktails and Conversation” event - Writing Politics in the Age of Trump - is scheduled for April 26<sup>th</sup>, featuring Dr. Amy Bass (author of critically acclaimed One Goal) and David Friend (author of the popular The Naughty Nineties) and moderated by Literary Super-Agent Stuart Krichevesky.
- + Honors: Dr. LaRuth Gray will be honored by ArtsWestchester with its Leadership Award on April 11<sup>th</sup>. Additionally, the New Rochelle Chamber of Commerce will honor Daniel Bonnet for community contributions at its March 21st 2018 Dinner Dance.

#### PERSONNEL REPORT:

No report was made.

#### BUDGET COMMITTEE:

Chair Chuck Burke recapped the four alternative budgets as created by the Budget Committee for Board consideration. Budget Scenario 1 calls for an increase of 4.97% over the current year’s budget. Budget Scenario 2 shows an increase of 3.91%. Budget Scenario 3 meets the library’s authorized cap amount, calling for a 1.84% increase. Budget Scenario 4 sees no increase from the current budget.

Chuck characterized the Budget Committee’s efforts as challenging as given the following non-discretionary increases

- + \$56,000 in full time salary increases which is a blend of contract mandated increases, increases for staff (non-union) salaries (as approved by the Personnel Committee) as well as the filling of a Library III position in January 2019.
- + \$40,000 expected increase in medical insurance costs.
- + \$50,000 for bond issuance and principle on BAN.

The 1.84% budget option (Scenario 3) would witness the near elimination of the hourly staff wage increases, delayed filling of Librarian III position to 2019, elimination of enhanced library programming funding and \$40,000 reduction of the proposed library materials budget. This 0% “flat” budget would involve the non-payment of the collective bargaining wage increase to full time staff, leaving the Librarian III position vacant, elimination of all Summer Saturday hours as well as the 8 Sundays (20% of the 32 Sundays the library is typically open each year.) as well as sizable cuts in the library materials budget and library programming funds and other accounts. Much discussion ensued.

Chuck Burke moved to adopt Scenario 2 budget option (3.91% increase), seconded by Dierdra Clark and approved.

In summary, the prospective FY2018/2019 budget is \$5,617,066.58. This budget constitutes an increase of 3.91% in the tax levy (or \$205,557) from the current year budget. The City Finance Department has characterized this increase as an additional increase of \$13.86 per household for the “average” taxpayer

**BUILDING AND GROUNDS COMMITTEE:**

No report was made.

**COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE:**

Committee Chair Daniel Bonnet reported on the numerous and diverse cultural, educational and recreational library programs currently made available to our community. Daniel indicated that the Board member name-tag/pin project is progressing and is hopeful that these items will soon be available for Trustee display at upcoming community meetings and events.

**FINANCE AND AUDIT COMMITTEE:**

Board President Chuck Burke reported that library and NRSD attorneys have reached an agreement in relation to finalizing an agreement that will memorialize TAN/Bond/BAN arrangements between both organizations. The agreement has been forwarded to NRSD for signatory approval.

**PERSONNEL COMMITTEE:**

Committee Chair Dierdra Clark indicated that the Personnel Committee reviewed the situation regarding the 2 patrons protesting their recent bans from our library. The Committee decided to reduce the ban time for one of the patrons and leave standing the ban period for the other patron.

Dierdra Clark moved the following salary increases for the following full time non-union staff:  
Tom Geoffino and Barbara Davis: 2.5% for FY 2018/19.

Jean Manning: \$78,871 for FY 2018/19. This increase will bring her in line with the salary classification for our Librarian III staff. The mechanism for these increases will mirror the current approach taken for our union staff.

This motion was seconded by Whitney Barrat and approved.

Dierdra Clark moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the salary increases of the following Library Pages (per the December 31, 2017 New York State Minimum Wage increase - see list below) effective December 31, 2017, seconded by Daniel Bonnet and approved:

	Current	New
Beckman, Rosette T.	\$10.74	\$11.74
Ochoa-Ramirez, Estafani	\$10.00	\$11.00
DeNicolo, Dawn	\$10.25	\$11.25
Gayosso Alvarez, Beatriz	\$10.00	\$11.00
Hernandez, Jessica	\$10.44	\$11.44
Jiffry, Jeeshan	\$10.00	\$11.00
Johnson-Smith, DeAra	\$10.20	\$11.20
Klein, Robert	\$10.44	\$11.44
Moraga, Urania N.	\$11.30	\$12.30
Varghese, Leena A.	\$10.00	\$11.00

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

Tom Geoffino indicated that the library's attorney is in the process of analyzing the draft Intermunicipal Agreement. Upon completion of this task, the Board will take action on this agreement at a public meeting. Thereupon, our library will solicit bids on the equipment package with the award to be made to the lowest qualified bidder.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Yadira Ramos-Herbert  
Secretary