

**NEW ROCHELLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING MINUTES  
Thursday, May 3, 2018**

Chuck Burke, Board President, called the meeting to order at 7:30 p.m.

BOARD MEMBERS

Charles Burke, Jr, President  
Dierdra Clark Gray, Vice President  
Yadira Ramos-Herbert, Secretary  
Quentin S. Jacobs  
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 the Library Board had nothing further to report in relation to the proposed Phase 1 agreement to perform a valuation of the library property and associated development rights.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

|                |                      |
|----------------|----------------------|
| Dorothy Oliver | doliver162@yahoo.com |
| Lourdes Font   | 76 Vaughn Avenue     |
| Dan Miller     | 14 Lakeside Drive    |
| Maxine Golub   | 98 Bayberry Lane     |
| Marjorie Sachs | 14 Lakeside Drive    |
| Arnie Fleisher | 246 Coligni Avenue   |
| Jeff Rifkin    | 31 Holly Drive       |

MINUTES OF BOARD MEETING:

The April meeting minutes were reviewed by the Trustees. Whitney Barrat moved that the minutes be approved as amended, seconded by Yadira Ramos-Herbert and approved.

WLS REPORT:

No report was made.

## 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>April Vouchers</u> |             |
| Health Care           | \$4,867.02  |
| Contractual           | \$66,672.63 |
| Various               | \$1,989.36  |
| Materials             | \$15,070.46 |
| Gifts and Donations   | \$2,124.01  |
| Total:                | \$90,723.48 |

## 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 underway with its conclusion scheduled for the end of July 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.
- + Neighborhood Association Meetings: Our library mailed over 70 letters to New Rochelle neighborhood associations requesting to be invited attend meeting prior to the May 15th election. The goal in this effort is to share information regarding the FY 2018/19 budget proposal, provide an overview about library services, highlight notable achievements and answer questions about these topics or anything of interest to the New Rochelle community. Another important aspect of these meeting is the opportunity for residents to meet library trustees, especially candidates running for the vacant library trustee positions. To date, our library appeared at 12 meetings scattered throughout New Rochelle. Our annual budget mailer is scheduled to be mailed tomorrow, May 4<sup>th</sup> and will arrive at residents' homes long before Election Day.
- + Banner in Library Lobby: Thanks to the generous support of our Foundation, we have added more lobby banners (as created by local artist Dale Zheulin) in the space adjacent to the Ossie Davis Theater.
- + Friends of NRPL: The Friends will hold its next Board meeting on May 9th with its next Book Sale scheduled for May 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>.

+ NRPL Foundation: The next Foundation Board meeting is scheduled for May 21<sup>st</sup> meeting with its Annual Meeting scheduled for June 19<sup>th</sup> at Posto 22.

#### PERSONNEL REPORT:

No report was made.

#### BUDGET COMMITTEE:

No report was made.

#### BUILDING AND GROUNDS COMMITTEE:

Tom Geoffino reported that the Theater HVAC Project is slated to begin in mid-May. Our Ossie Davis Theater will be “dark” from June 11<sup>th</sup> to July 9<sup>th</sup> while renovations are underway. The project is expected to be completed by the end of July.

#### 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 available to our community.

#### FINANCE, TREASURERY AND AUDIT COMMITTEE:

Board President Chuck Burke reported that library is still waiting NRSD approval of the TAN/Bond/BAN MOU between both organizations.

#### PERSONNEL COMMITTEE:

Tom Geoffino indicated that the recruitment process for the hourly Bilingual Library clerk resulted in a large number of qualified candidates. Interviews are underway. The posting for the Huguenot Children’s Library Summer Fun Assistant position are underway with the closing scheduled for late May.

#### POLICY COMMITTEE:

Tom Geoffino introduced the issue of repealing our library’s 40 cents patron placed hold fee. He indicated that few WLS libraries currently enforce such a fee with New Rochelle residents circumventing these fees by requesting NRPL owned holds be sent to neighboring libraries for retrieval. He also shared research that characterized such fines as barriers to access.

Dierdra Clark moved that the 40 cents hold fee be abolished effective immediately, seconded by Whitney Barrat and approved.

#### SPECIAL PROJECTS:

Tom Geoffino indicated that the library is still waiting upon the revised PEG Grant agreement recently resubmitted to the City of New Rochelle for its consideration.

Tom Geoffino announced that Library Board meeting are regularly broadcast on the local cable (Cablevision and FiOS) education channels.

The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Yadira Ramos-Herbert  
Secretary