

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday, June 14, 2018**

Chuck Burke, Board President, called the meeting to order at 7:41 p.m.

BOARD MEMBERS

Charles Burke, Jr, President
Dierdra Clark Gray, Vice President
Yadira Ramos-Herbert, Secretary
Quentin S. Jacobs
Whitney Barrat
Corey Galloway

ADMINISTRATION

Thomas Geoffino
Jean Manning
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray (excused)

NEW BUSINESS:

Swearing in of Newly Elected Board Members:

Whitney Barrat (term of office expires June 30, 2019) and Corey Galloway (term of office expires June 30, 2019) were sworn in by Board President Chuck Burke.

Chuck Burke indicated that the Library Board and staff received a FOIL request from the Hudson Valley Justice Center (starting from 2012 onward to present time) regarding all correspondence, e-mail, contracts and other related material specific to downtown development as well as the appointment of temporary library trustees. This request was honored with the delivery of over 700 pages of related documentation to HVJC. This documentation was also made available electronically on the library website.

EXECUTIVE SESSION:

At 7:50 pm, Chuck Burke moved that the Library Board enter into Executive Session in order to discuss a real estate related matter, seconded by Quentin Jacobs and approved.

At 8:04 pm, Chuck Burke moved that the Library Board discontinue its Executive Session, seconded by Quentin Jacobs and approved

OLD BUSINESS:

Downtown Redevelopment:

President Chuck Burke reported that the Library Board will most likely not engage in a vote regarding the proposed RXR contract (relative to valuation of the library property and associated development rights) in the foreseeable future. Instead, Chuck has proposed that the Library Board form a Needs Assessment Committee to look at the future needs of our library and its residents. Dierdra Clark, Whitney Barrat and Corey Galloway will comprise the committee but input from all other Trustees will be welcomed by the group. The library's current strategic plan will be factored into this effort along with

the detailing of basic principles surrounding future development initiatives. Updates regarding the status of the committee's activities will be provided in the future.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Adam Deutcher	19 Sylvan Place
Dorothy Oliver	doliver162@yahoo.com
Damon Maher	232 Waverly Road

MINUTES OF BOARD MEETING:

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

The May monthly meeting minutes were reviewed by the Trustees. Chuck Burke moved that the minutes be approved as amended, seconded by Whitney Barrat 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>June Vouchers</u>	
Health Care	\$49,277.07
Contractual	\$60,550.25
Various	\$4,699.45
Materials	\$22,274.99
Gifts and Donations	\$50,765.72
Grants	\$63,225.00
Bond-Capital	\$23,248.75
Total:	\$274,041.23

Chuck Burke thanked New Rochelle residents for their support in providing for the passage of the FY 2018/19 Library budget.

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 28th, 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 making progress in its efforts to raise the \$92,000 matching amount necessary in the acceptance of the grant.

+ Library Election: The FY 2018/19 library budget successfully passed on May 15th. The margin in favor of next year's budget request was over 60% of residents participating in the election. Additionally, the election witnessed the selection of 4 Trustee candidates to serve on the Library Board: Sarah Langlois (5 year term), Daniel Bonnet (5 year term), Whitney Barrat (1 year term) and Corey Galloway (1 year term.)

+ Summer Reading Game/Summer Programming: The library's summer reading effort and summer programming is scheduled to begin later in the month and will extend through August. Community Relations Chair Daniel Bonnet further detailed specifics regarding these popular endeavors in his Committee report.

+ Library Board Meeting Schedule for FY 2018/19: Chuck Burke moved to adopt the FY 2018/19 Library Board meeting schedule as proposed, seconded by Whitney Barrat and approved.

+ Friends of NRPL: The Friends will hold its next Board meeting on July 9th with its next Book Sale scheduled for July 5th, 6th and 7th.

+ NRPL Foundation: The next Foundation Board meeting will be its Annual Meeting scheduled for June 19th at Posto 22. The library will submit a FY2018/19 grant request totaling \$20,000 including support for the continuation of the successful Museum Pass Program, extended summer programming and the creation of a 2nd floor study room.

PERSONNEL REPORT:

Quentin Jacobs moved that upon the recommendation of the Director, the Board of Trustees does hereby accept the resignation of Social Media Coordinator Sarah Papa at an annual salary of \$53,361 effective May 4, 2018, seconded by Dierdra Clark and approved.

Tom Geoffino indicated that the library would like to reconfigure the Social Media Coordinator position in order to integrate Library Board meeting videographer duties into the current position.

Corey Galloway moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the hiring of Circulation Library Clerk/Bilingual Kilsy Movadden effective June 4, 2018 at a salary of \$18.49 per hour seconded by Chuck Burke and approved.

BUDGET COMMITTEE:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

Tom Geoffino reported that the Theater HVAC Project is moving forward on time and in sync with the budget as detailed by Project manager Gene Eng. The delivery of the HVAC Unit is scheduled for next dependent upon the issuance of a permit for the rigging infrastructure needed to deliver this sizable item. Our Ossie Davis Theater will be “dark” from June 11th to July 9th while renovations are underway. The project is expected to be completed by the end of July.

Tom Geoffino reported that the repair of the Huguenot Children’s Library walkway is nearly complete. The next phase will call for review of the personalized bricks in order to make certain that no personalized bricks were inadvertently omitted through this effort. He praised Mickie Fosina and her family for their time consuming and detailed work in this restoration/repair process.

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. In particular, he highlighted the upcoming June 23rd Summer Reading Game Kickoff party as well as the beginning, on July 9th, for our popular summer programming efforts.

FINANCE, TREASURY AND AUDIT COMMITTEE:

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

Chuck Burke moved that the library allow the expenditure of \$12,000 in order to obtain a bond rating from a financial services organization thereby providing for a more favorable interest rate on the upcoming library bond transaction, seconded by Whitney Barrat and approved.

PERSONNEL COMMITTEE:

Chair Dierdra Clark announced the Personnel Committee will meet in the near future in order to begin the process of evaluating the Library Director and his performance.

POLICY COMMITTEE:

Yadira Ramos-Herbert indicated that the Policy Committee will reconvene once FY 2018/19 Committee assignments have been finalized for the newly reconstituted Library Board.

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 9:03 p.m.

Respectfully submitted,

Yadira Ramos-Herbert
Secretary