

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday, December 8, 2016**

Chuck Burke, Board President, called the meeting to order at 7:32 p.m.

BOARD MEMBERS

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

ADMINISTRATION

Thomas Geoffino
Jean Manning
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray

OLD BUSINESS:

Downtown Redevelopment:

Chuck Burke reported that little activity has occurred since his November Library Board President's report. RDRXR and the library are still unable to reach an agreement relative to the proposed Memorandum of Understanding. Chuck indicated that he would restart discussions with RDRXR in the hopes of making progress towards the goal of a preliminary agreement with the developers specific to the establishment of a valuation for the library property.

Chuck proposed that the Library Board collectively outline its principles in relation to the possible development of its library property. As such, he established an ad hoc Library Board Development Principles Committee to draft a document detailing development guidelines, etc. for consideration by the Board. Yadira Ramos-Herbert, Greg Varian and Haina Just-Michael volunteered to serve on this Committee and will share a draft document with the Board in the near future.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Marjorie Sachs	14 Lakeside Drive
Dorothy Oliver	162 Clinton Avenue

WLS REPORT:

LaRuth Gray reported on the following issues:

+ 2017 WLS Budget: The WLS Board of Directors passed its budget at its December Board meeting. It is a conservative plan with level funding for IT efforts.

+ E-Rate Issue: WLS has decided to reopen discussions regarding the acceptance of e-rate funding. LaRuth indicated that she will bring this matter formally to our Library Board sometime in the near future as acceptance of E-Rate monies will obligate WLS to filter Internet services.

+ WLS Role: LaRuth distributed a document that described WLS and its role, function and history.

+ Central Library in WLS: WLS is in the process of reexamining its designation of Mount Vernon Public Library (MVPL) as the Central Library for Westchester County. This is a somewhat controversial discussion as a variety of conflicting issues have arisen regarding this topic. LaRuth has promised to further brief our Board regarding this issue and will seek input if a decision regarding this matter is brought before the WLS Board of Trustees.

Tom Geoffino reminded the Board that New York Library Association Advocacy Day is currently scheduled for March 1st. He urged all interested Board members to participate as this lobbying trip to Albany allows New Rochelle (along with representatives from other Westchester communities) to connect with our legislative delegation in order to thank them for previous state public library funding support as well as urge them to continue such support for the upcoming fiscal year.

PROJECT MANAGERS REPORT:

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

MINUTES OF BOARD MEETING:

The November monthly meeting minutes were reviewed by the Trustees. Chuck Burke moved that the minutes be approved as amended, seconded by Damon Maher 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>November Vouchers</u>	
Bond-Capital	\$139,460.64
Health Care	\$51,371.39
Contractual	\$36,387.75
Various	\$2,658.92

Materials	\$29,550.33
Gifts and Donations	\$6,213.91
Workers Comp	\$481.00
Total:	\$266,150.94

FINANCIAL REPORT:

Documents relating to the library's fiscal situation were distributed but no report was made in accordance with the wishes of the Board.

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:

- + 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 is \$77,647 per WLS Board of Trustees. Following this decision, 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. Following this decision, 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: Haina and Tom will meet with Ms. Mary Smart from the Smart Family Foundation on January 4th in order to discuss potential library project that would garner support from this Foundation and benefit our library.
- + Friends of NRPL: The Friends Book Store will begin construction during the week of January 9th and will be complete within a 2 to 3-day time period. The Friends approved its 2017 Grants Budget for the Library at its December 7th meeting – a total of \$53,550 will be allocated to a variety of library programs/projects in 2017, along with \$8,500 in 2016 unspent carry-over monies. Friends will hold its next monthly Board meeting on January 11th with its Book Sale scheduled for January 6th and 7th.
- + NRPL Foundation: The next Foundation Board meeting is scheduled for January 23rd.

PERSONNEL REPORT:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

Greg Varian reported on the on December 1st Buildings and Grounds Committee (that included CROC member Richard Bienenfeld) meeting. Many topics were discussed including funding status for Capital Projects and the Theater HVAC Project as well as discussion regarding future potential Capital Projects - Air Handler System Replacement, Main Library Exterior and Facade Upgrade/Enhancement/Replacement and Main Library Roof Replacement. Most of the meeting was devoted to our upcoming Theater HVAC Project (along with some discussion regarding the future need to replace the air handler system.) A follow up meeting will be scheduled in early January 2017 with the focus on moving the Theater HVAC Project forward. Harry Spring, formerly affiliated with WASA, and Gene Eng of GC Eng & Associates, PC will be invited to attend as the prospective project engineering firm and Owner's Representative.

BUDGET COMMITTEE:

Chair Chuck Burke reported that the Committee had its initial Committee meeting on December 5th and has scheduled its next meeting on January 5th in order to continue the process of establishing the library FY2017/18 Budget request.

COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE:

Haina reported that she continues to broadcast her monthly WVOX "All Things New Rochelle Public Library" show every 3rd Thursday at 12 noon as well as a brief 5-minute library event/service highlight every Wednesday morning around 7:10 am. Haina provided highlights regarding 2 exciting advocacy efforts – the highly successful Thanksgiving Day Library Float, initiative (involving the efforts of assorted Foundation, Friends, PHCL and NRPL Library Trustee Board members.) and the dynamic and enjoyable October 29th Foundation Murder Mystery Night. Damon reported on the upcoming collaborative program efforts between our library and the New Rochelle Bar Association, as facilitated by the Foundation Likely program topics will include Matrimonial/Family Law, Real Estate Closings and Small Claims Court.

FINANCE, TREASURY AUDIT COMMITTEE:

Tom has been in ongoing contact with Library Attorney David Shaw relative to the matter of organizational responsibility for future library bonding activity. Mr. Shaw has nearly completed the process of drafting a memo regarding his proposed approach in relation to the resolution of this matter. Chuck has asked Tom to schedule a conference call in the near future involving himself and Mr. Shaw, Greg, and Tom and in order to finalize a strategy regarding this matter.

PERSONNEL COMMITTEE:

Chair Damon Maher indicated that the Committee is continuing its efforts to negotiate with the library union regarding the expired collective bargaining agreement. The next scheduled negotiation session will be December 15th.

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

Chuck Burke announced that the Special Projects Committee meeting on November 22nd to consider the proposal that monthly Library Board meetings be moved (partially or fully) to New Rochelle City Hall in order to attract a larger number of residents willing to attend these meetings. After due consideration, it was the sense of the Committee that such a move would likely not attract additional residents but would be confusing to members of the public expecting such meeting to occur within the confines of our Main Library facility. The Committee is now committing to renew its efforts to obtain equipment that would allow for the recording and broadcasting of library meetings.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,
Dierdra Clark

Secretary