

NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday, July 13, 2017

Chuck Burke, Board President, called the meeting to order at 7:42 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 (excused)

OLD BUSINESS:

Downtown Redevelopment:

President Chuck Burke, reported that Seth Pinsky, the library RXR liaison, contacted him with the goal of re-engaging in conversation. Chuck indicated that he would re-send the last draft agreement and wait for RXR reaction.

WLS REPORT:

No report was made.

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 June 8th meeting minutes were reviewed by the Trustees. Chuck Burke moved that the minutes be approved, seconded by Dierdra Gray Clark and approved.

The June 20th Special Meeting minutes were reviewed by the Trustees. Damon Maher moved that the minutes be approved as amended, seconded by Greg Varian 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>June Vouchers</u>	
Bond-Capital	\$130,605.74
Health Care	\$93,281.82
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 increased by \$1,157 to \$78,804 due to the withdrawal of another WLS library grant application. The New York State Library recently confirmed the award and we expect to receive this grant within the next 2 months.

+ 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 increased by \$1,157 to \$28,804 due to the withdrawal of another WLS library grant application. The New York State Library recently confirmed the award and we expect to receive this grant within the next 2 months.

+ Proposed Main Library Circulation Desk/Area Project: Tom Geoffino indicated that the upcoming FY2017/18 New York State Library Construction Grant application process/portal will open in late July. The library has decided to move forward with a grant application that 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. The cost is not yet fully articulated but will likely exceed \$340,000 in total. As in previous years, a special library Board meeting will be held in August in order to provide a series of resolutions that will qualify the library as viable applicant for this opportunity.

+ Library Summer Activities: The library summer reading game and programming efforts are underway with strong participation from our children, teen and adult populations. More details and statistics will be made available at the September Board meeting.

+ Rockwell Update: A brief overview of the situation surrounding our Rockwell painting was made with special focus on the widely varying appraisal values attached to this artwork and the insurance implications of these differing valuations. Currently being held by the Williamstown Art Conservation Center (in the aftermath of the completion of conservation work on the painting), the Board articulated its interest in returning this iconic New Rochelle community treasure to its proper place in our library. Prior to this action, the Special Projects Committee has been given the responsibility to investigate "best

practices” relative to the return and display of the Rockwell painting. Special Projects will then report to the Board in relation to its recommended plan of action

+ Friends of NRPL: The Friends will hold its next monthly Board meeting on August 9th with its Book Sale scheduled for August 3th, 4th and 5th.

+ NRPL Foundation: No Foundation Board meetings are scheduled for Summer 2017. The next Cocktails and Conversation event entitled “Politics and the Constitution” is scheduled for September 28th. 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:

Dierdra Clark Gray moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the hiring of Community Relations Page Estefani Ochoa Ramirz effective June 23, 2017 at a salary of \$10.00 per hour seconded by Damon Maher and approved.

Dierdra Gray Clark moved that upon the recommendation of the Director, the Board of Trustees does hereby approve the appointments of:

+ Anthony Salvaggio to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 26th, at a salary of \$10.00 per hour.

+ Isabelle Morrow to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 26th, at a salary of \$10.00 per hour.

+ Spenser White to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 26th, at a salary of \$11.50 per hour.

+ Mariana Lopes to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 26th, at a salary of \$10.50 per hour.

+ Owolabi Oluwafemi to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 26th, at a salary of \$10.50 per hour.

+ Catherine White to the position of Program Assistant at the Huguenot Children’s Library Summer Fun Program, effective June 30th, at a salary of \$16.50 per hour.

Seconded by Charles Burke and approved

BUDGET COMMITTEE:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

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

Tom Geoffino provided a status report on the Theater HVAC Project. At this point in time, consultant GC Eng has recommended our library accept the lowest bidder, Green Mechanical of New York (GMNY), for a tentative project cost of \$484,500 (not including consultant fees, fire alarm vendor/service fees, Main BMS Programming/Carrier service call fees and contractor bonding costs.) The next step in the process is the scheduling of a Finance Committee meeting in order to examine the anticipated costs of the project in comparison to the remaining capital monies. Administrative Assistant Jean Manning is working towards the determination of a “bottom line” relative to the capital monies account.

Tom Geoffino indicated that Mickie Fossina is working industriously towards a plan that will allow for the repair/recreation of the HCL/PHCL sidewalk areas currently in disrepair. This plan calls for all “named” bricks to be replicated in the same format as its original iteration. We are hopeful that the instillation of the replacement bricks in the repaired sidewalk areas will be completed by late October 2017.

COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP
COMMITTEE:

No report was made.

FINANCE, TREASURY AUDIT COMMITTEE:

No report was made.

PERSONNEL COMMITTEE:

Committee Chair Dierdra Clark reported that the Committee is still planning to meet to further consider the matter of the banned patron seeking to be restored to the library.

POLICY COMMITTEE:

No report was made.

SPECIAL PROJECTS:

Committee Chair Yadira Ramos-Herbert indicated that the Special Projects Committee would like to meet with Head Information Technology Librarian Daniel Ogyiri to confirm the library theater video broadcast plan as previously detailed by the independent consultant.

Library Trustee Haina Just-Michael has not yet resigned her Library Board seat as she is still a resident of New Rochelle. A public call for residents interested in a temporary appointment (through May 2018) to fill this position will be made once Ms. Just-Michael tenders her resignation.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Lorraine Karl	15 Summit Avenue
Dorothy Oliver	162 Clinton Avenue
Marjorie Sachs	14 Lakeside Drive

The meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Dierdra Clark
Secretary