

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday, October 13, 2016**

Chuck Burke, Board President, called the meeting to order at 7:40 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 (Absent)
Mary Kane Passacreta

WLS REPRESENTATIVE

LaRuth Gray (Absent)

OLD BUSINESS:

Downtown Redevelopment: The NRPL Board has engaged in further dialogue with representatives from RDRXR and is now in receipt of a draft agreement which calls for a two phase approach whereby in Stage 1 the Board would engage a consultant of its choosing to conduct a valuation of our property and the development rights associated with the said property as a result of the downtown zoning overlay. Once complete, the Board would furnish said valuation to RDRXR and we would discuss whether RDRXR was willing to proceed to Phase 2 given the valuation level. If we proceed to Phase 2, RDRXR would continue to pay for appropriate professionals to look at the options for and cost of either rebuilding at our existing site or relocating to a nearby site. Phase 2 would conclude either with an agreed transaction, or not. In return for RDRXR covering the costs of the Board's consultants, lawyers, etc. the Board would agree to engage only in discussions with RDRXR for some agreed period of time and not to engage with other developers. The Board is currently discussing the draft agreement with legal counsel and plans to reengage with RDRXR in the coming weeks.

PUBLIC DISCUSSION:

The following individuals spoke during this time:

Dan Miller	Lakeside Drive
Marjorie Sachs	Lakeside Drive
Lorraine Karl	15 Summit Avenue

WLS REPORT:

LaRuth Gray was unable to attend but her previously submitted report was distributed to the Board.

PROJECT MANAGERS REPORT:

Roxanne Neilson, Project Manager, did not attend the meeting nor did she provide notice or excuse. No report was submitted in advance by Ms. Neilson.

MINUTES OF BOARD MEETING:

The September 8, 2016 monthly meeting minutes were reviewed by the Trustees. Quentin Jacobs moved that the minutes be approved, seconded by Dierdra Clark 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>September Vouchers</u>	
Bond-Capital	\$112,929.22
Health Care	\$41,930.39
Contractual	\$53,406
Various	\$5,374.96
Materials	\$3,543.16
Gifts and Donations	\$1,780.58
Workers Comp	\$7,904.50
Total:	\$108,565.12

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. Noted again was the lack of the School District FY2015/16 Audit. We are uncertain when the Audit document will be complete and made available to our library. The issuance of this document will provide valuable information regarding the library's fiscal situation, particularly characterization of Fund Balance amounts.

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, our library submitted a FY 2016/17 New York State Construction Grant in relation to work proposed for the Main Library Main Library Theater HVAC Project. The Main Library's \$415,000 application was trimmed to \$77,647 but did not require a change in the scope of the project given the newly available \$888,790 in New York State bonding money. A tentative favorable recommendation has been made by the WLS PLDA Ad Hoc Grants Committee but final approval must go the WLS Board of Trustees in late September. New York State Library will make the final recommendation pending Dormitory Authority of the State of New York support. Initial payments will likely arrive in September 2017.
- + HCL Window Replacement Window Grant: In August, our library submitted a FY 2016/17 New York State Construction Grant in relation to work proposed for the HCL Window Replacement Window Project. The Main Library's \$55,978 application was trimmed to \$27,647 but did not require a change in the scope of the project given the newly available \$888,790 in New York State bonding money. A tentative favorable recommendation has been made by the WLS PLDA Ad Hoc Grants Committee but final approval must go the WLS Board of Trustees in late September. New York State Library will make the final recommendation pending Dormitory Authority of the State of New York support. Initial payments will likely arrive in September 2017.
- + Broadcast of Library Board Meetings: The proposed project to broadcast monthly Library Board meetings continues to be on hold pending the City of New Rochelle's PEG grant application. This grant is intended to cover the cost of acquisition of the technology to accomplish this goal.
- + Friends of NRPL: Friends will hold its next monthly Board meeting on November 9th with its monthly Book Sale scheduled for November 4th and 5th.
- + NRPL Foundation: The Foundation Murder Mystery Event effort is successfully moving forward under the leadership of President Chris Selin and the Murder Mystery Event Committee. At this point in time, many corporate and individual financial sponsorships have been captured along with the expectation that over 200 attendees will likely participate. This significant (and fun) fund raiser will occur on the evening of October 29th at the Main Library facility.

PERSONNEL REPORT:

No report was made.

BUILDING AND GROUNDS COMMITTEE:

Tom Geoffino indicated the Buildings and Grounds Committee is seeking to establish a meeting date in order to allow the Committee to address a number of facility-related issues.

BUDGET COMMITTEE:

Chair Chuck Burke indicated that the Committee will set a meeting date in the near future in order to begin 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 mornings around 7:10 am. She also updated the Board regarding the continued progress made on the design and creation our Thanksgiving Day Library Float, involving the efforts of assorted Foundation, Friends, PHCL and NRPL Library Trustee Board members.

FINANCE, TREASURY AUDIT COMMITTEE:

Chair Greg Varian reported that our BAN transaction (featuring a very favorable interest rate) will occur on September 14th. Greg also asked for an update regarding the library’s attorney ability to connect with the School District’s attorney regarding the differing points of view specific to the sponsorship of future Bond efforts.

PERSONNEL COMMITTEE:

Chair Damon Maher indicated that the Committee has renewed its efforts to continue to negotiate with the library union regarding the expired collective bargaining agreement. The next scheduled negotiation session will be tomorrow, October 14th

POLICY COMMITTEE:

Committee Chair Damon Maher reported that he planned to call a meeting in the near future relative to policies yet outstanding in relation to adoption or requiring an update. Of particular concern was the library’s need to adopt a Child Molestation Policy in relation to staff and volunteers. Chuck Burke requested that the Committee strongly consider constructing a policy that would require all Board members to utilize assigned WLS e-mail accounts for all library business matters.

SPECIAL PROJECTS:

Chuck Burke summarized the issue of monthly Library Board meetings being potentially moved (partially or fully) to New Rochelle City Hall in the hopes that a larger number of residents would be inclined to attend these meetings. He asked Special Projects to consider this matter and make a recommendation to the Board.

EXECUTIVE SESSION:

At 8:28 pm, Damon Maher moved to go into Executive Session for the purposes of discussing a personnel matter, seconded by Chuck Burke and approved. Executive Session ended at 8:40 p.m.

PERSONNEL COMMITTEE:

Damon Maher moved to allocate 30 days of additional sick time for a library employee needing this additional time due to numerous emergency medical issues.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Dierdra Clark

Secretary