

**NEW ROCHELLE PUBLIC LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING MINUTES
Thursday August 12, 2021**

Whitney Barrat, Board President, called the meeting to order at 7:36 p.m.

BOARD MEMBERS

Whitney Barrat, President
Daniel Bonnet, Vice President
Sarah Langlois Secretary
Charles Burke, Jr.
Corey Galloway (absent)
Beth Acocella (absent)
Lucille Renwick

ADMINISTRATION

Thomas Geoffino
Jean Manning
Yesika Torres

WLS REPRESENTATIVE

Francis Okelo

MINUTES OF BOARD MEETING:

The July Meeting minutes were reviewed by the Trustees. Whitney Barrat moved that the minutes be approved as amended, seconded by Sarah Langlois and approved.

WLS REPORT:

WLS Representative Francis Okelo had no report as the WLS Board does not meet during Summer months.

PRESIDENT'S REPORT:

President Whitney Barrat provided an update regarding our library's current Strategic Plan effort. She indicated the July 27th community meeting was a success with over 50 attendees (both in-person and remote via Zoom) engaging in meaningful conversations regarding the current status of our library as well as sharing the perceptions regarding future community/library challenges, opportunities and threats. Whitney urged the community to participate in the survey (English and Spanish versions) sent out to the community in electronic and paper formats via a variety of traditional and social media formats.

DIRECTOR'S REPORT:

Tom Geoffino reported on the following issues:

+ Library Operations: Tom Geoffino reported on the various summer programming and Reading Game opportunities for our community. Despite the relative quiet nature of the summer season (in comparison to previous years), the library witnessed reasonable public participation in the its many offerings. He promised to share specific activity numbers at the September meeting. Tom also announced that the Main Library will resume its Sunday 1 pm to 5 pm hourly schedule beginning on September 19th.

PERSONNEL REPORT:

Tom Geoffino reported that the Civil Service Department provided the library with the applications from candidates interested in the following positions- Assistant Director, Librarian II (Circulation Services), Librarian I (Adult Services), Library Assistant (Circulation/ Information) hourly Children's Librarian and hourly Children's Librarian Trainee. He indicated that the candidate pool for most of the vacancies was robust with the exception of the small Assistant Director and Library Assistant candidate pools (despite some promising candidates). Accordingly, Civil Service has agreed to our request to repost both positions for an enhanced 4-week recruitment period, rather than the initial 2-week time period.

Since Civil Service will only post on the City website and mail paper job announcements to a limited number of local sites, Tom indicated that library staff will make the effort to distribute the job announcements as broadly as possible with particular focus on reaching out to minority and underserved populations.

SPECIAL BUSINESS: NY STATE LIBRARY CONSTRUCTION GRANTS APPROVAL

Tom Geoffino briefed the Library Board about the 2 FY 2021/22 New York State Library Construction grant applications for the Main and Huguenot Children's libraries.

The Main Library grant application is proposing to provide a significant renovation of the 3rd Floor space (similar in scope to the 2nd Floor Renovation Project) and will renovate, upgrade and update the following areas, spaces and features: new public study and conference rooms, new laptop bar, new information desk, replacement computer work station furniture, new shelving and end panels for current shelving, noise abatement measures, new tables (with power) and chairs, new security station, replacement carpeting and wall coverings and upgraded (LED) lighting.

The Huguenot Children’s Library grant application is proposing to replace the 3 poorly performing aged ductless mini splits installed during the successful PHCL 1998 renovation with 3 replacement units in order to insure continued comfortable atmosphere for staff and patrons as well as community members using the space as a designated “cooling center.”

“Next steps” in the grant process will include the online submission of the grant through the New York State Portal. An Ad Hoc Committee of WLS Library Directors will then evaluate and score the grants per NYS and WLS regulations along with WLS staff examining the applications in order to certify the requests meet the requirements of the grant program. Once these efforts have been completed, the WLS Board, at its September meeting, will vote to confirm the award recommendations. Typically, grant award payments will not be issued by NYS until September of the following year.

Relative to our upcoming FY 2021/22 New York State Library Construction Grant application for funding support in the replacement of the Main Library 3rd Floor Renovation Project, the following action was taken:

Motion was made by Lucille Renwick to agree to the assurances as stipulated by the New York State Education Department in relation to the New York State Library Construction Grant applications for the Main Library 3rd Floor Renovation Project, seconded by Whitney Barrat and approved.

Motion was made by Lucille Renwick to submit the Smart Growth Impact Statement as required by the New York State Education Department in relation to the New York State Library Construction Grant applications for the Main Library 3rd Floor Renovation Project, seconded by Whitney Barrat and approved.

Motion was made by Whitney Barrat to declare that the Main Library 3rd floor Renovation Project qualifies as State Environmental Quality Review Act (SEQRA) Type II actions thus classifying the proposed restorations and use of the above land as requiring no further review under SEQRA and its implementing regulations, seconded by Chuck Burke and approved.

Relative to our upcoming FY2021/2022 New York State Library Construction Grant Air Conditioning Replacement Project, the following action was taken:

Motion was made by Whitney Barrat to agree to the assurances as stipulated by the New York State Education Department in relation to the New York State Library Construction Grant applications for the HCL Air Conditioning Replacement Project, seconded by Daniel Bonnet and approved.

Motion was made by Whitney Barrat to submit the Smart Growth Impact Statement as required by the New York State Education Department in relation to the New York State Library Construction Grant applications for the HCL Air Conditioning Replacement Project, seconded by Chuck Burke and approved.

Motion was made by Whitney Barrat to declare that the HCL Air Conditioning Replacement Project qualifies as State Environmental Quality Review Act (SEQRA) Type II actions thus classifying the proposed restorations and use of the above land as requiring no further review under SEQRA and its implementing regulations, seconded by Lucille Renwick and approved.

COMMITTEE REPORTS:

Special Projects Committee: Chair Whitney Barrat reported that the Special Projects Committee has recommended an additional Strategic Plan Community meeting be added (tentatively scheduled for September 29th) in order to capture more input from the New Rochelle community.

Whitney Barrat moved that the Public Works Partners contract be amended in order to allow for the addition of another Community Meeting for the additional fee of \$7,000, seconded by Daniel Bonnet and approved.

PUBLIC DISCUSSION:

No member of the public spoke at the meeting.

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Sarah Langlois

Secretary