

**NEW ROCHELLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING MINUTES  
Thursday October 14, 2021**

Whitney Barrat, Board President, called the meeting to order at 7:33 p.m.

BOARD MEMBERS

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

ADMINISTRATION

Thomas Geoffino  
Jean Manning  
Yesika Torres

WLS REPRESENTATIVE

Francis Okelo

MINUTES OF BOARD MEETING:

The September Meeting minutes were reviewed by the Trustees. Lucille Renwick moved that the minutes be approved, seconded by Chuck Burke and approved.

WLS REPORT:

WLS representative Francis Okelo made the following report:

- + He warmly congratulated the Library Foundation, the Library Director and his staff and the volunteers for the successful Scaveganza and Family Fair events, and the impressive amount of money raised by the Foundation of the Library.
- + After the Summer recess, the WLS Board of Trustees met on Tuesday September 28 to resume its work. The Board noted with satisfaction that many of our libraries were gradually returning to normal while coping with the continuing threat of the COVID-19 pandemic.
- + The Board also approved a grant of \$342,674 for renovation of the 3<sup>rd</sup> floor of the main library which included reconfiguration of overall floor space, energy-efficient lighting, new furniture, fixtures, wall and floors.. A grant for the Huguenot Children's Library air-conditioning had earlier been approved by the Board.

+ The WLS Executive Directors Report of the September 2021 had earlier been circulated to the Board members and the Library Director. Special attention of the Board members is being drawn to:

a) the training opportunities referred to in the Report;

b) the digital equity projects being implemented by the WLS to address the digital divide challenges in the County;

c) as regards the Information Technology, it was noted that the final draft of the WLS IT Service Level Agreement (SLA) was circulated to the Library directors for their consideration and comment. Each library received a unique version of the SLA which covers their contracted services from the WLS IT in 2022. WLS IT expects that those libraries who are continuing to use WLS IT as their wireless service provider for 2022 would switch over by the end of the Fall 2021.

#### PRESIDENT'S REPORT:

President Whitney Barrat provided an overview regarding the current status of the strategic plan effort. She highlighted the second (and final) hybrid town meeting scheduled for September 29th at 7 pm in our theater. Whitney also shared details regarding the survey response (as provided by our consultant Public Works Partners) and urged the Library Board and staff to continue to publicize and advocate for community participation (in both efforts), especially given the closure of the survey on October 3<sup>rd</sup>. Much discussion ensued.

#### DIRECTOR'S REPORT:

Tom Geoffino reported on the following issues:

+ Library Operations: Tom Geoffino reported on the various summer youth programming and Reading Game opportunities for our community. Despite the relative quiet nature of the summer season (in comparison to previous years), the library (both main and HCL) witnessed considerable public participation in its many offerings. Nearly 3,500 children and adults participated in outdoor and virtual Children's programming with nearly 400 elementary age children active in our reading game effort. Our teen programming efforts witnessed 141 teens participating in a wide variety of initiatives. It is our perception that our library is incrementally growing busier given the resumption of school and other factors. The Main Library will resume its Sunday 1 pm to 5 pm hourly schedule beginning on September 19<sup>th</sup>.

+ Pending NYS Library Construction Grants: Per Board approval, the library submitted 2 NYS Library Construction Grants for Main and Huguenot Children's libraries in late August. The Main Library grant application requests \$342,674 (with a library match of \$114,224) and proposes to provide a significant renovation of the 3<sup>rd</sup> Floor space (similar in scope to the 2nd Floor Renovation Project) with renovations, upgrades and updates to 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 requests \$17,813 in grant monies (with a library match of \$5,937) and proposes 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." Currently, all WLS member libraries grant application are under evaluation by an ad hoc Committee of WLS library directors (with support provided by WLS staff.) Following the Committee's recommendations, the WLS Board will vote on these prospective grant awards at its next meeting. It is our expectation we will be provided a status report regarding both grant applications within the next 2-week period.

+ Main Library 2<sup>nd</sup> Floor Renovation Project - Phase 2: We are slowly moving forward in the completion of the 2<sup>nd</sup> phase of this project as the manufacturing and delivery of items have created unanticipated postponements and delays (as a result of the pandemic.) To date, certain furniture and equipment have been installed on our 2<sup>nd</sup> floor - and all other elements are now on order. At this point in time, we hoping to close this grant in December.

+ HCL Furnace/Boiler Replacement Project: The project has been successfully completed with the anticipated closeout of the grant likely to occur in October.

+ Library Collaboration with NRSD: We have been in touch with Superintendent Raymond regarding the temporary closure of NRHS due to the aftereffects of Hurricane Ida. Given this unfortunate situation, the library has offered to work with the School District relative to providing space for students, staff or faculty. At this point in time, we will likely host a NRSD town meeting in our theater in early October. Other possible collaborations are under preliminary consideration.

+ AARP Tax Preparation Assistance: Lead AARP Tax Preparation volunteer Tim Oberg has been in touch with our library regarding their program service for 2022. He is uncertain regarding a pre-pandemic resumption of their extremely popular volunteer work given the current pandemic situation but is committed to working with our staff in order to create a service delivery model acceptable to his volunteer team and our library.

+ Friends of NRPL: The Friends Book Store is now providing the community with open hours on Tuesdays, Thursdays and Saturdays. Donations are currently accepted with 2 small boxes/bags allowed per individual.

+ NRPL Foundation: The City Wide Scavenger Hunt – also known as the "Scavaganza" – is scheduled for October 2<sup>nd</sup> and is continuing to rapidly moving ahead in relation to planning, sponsorship/fund raising and participation commitments. On October 3<sup>rd</sup>, the Foundation (in cooperation with our library) will sponsor a Family Fair themed "Superpowers/Comic Con" event during our afternoon hours of operation with the goal of showcasing the library and all it has to offer to the community. Additionally, the event will witness an official ribbon cutting for the newly renovated Second Floor area with our state legislation delegation (along with other local dignitaries) invited to attend. The planning team is envisioning a packed afternoon full of activities for families, creating a special kind of "festival atmosphere."

PERSONNEL REPORT:

Whitney Barrat made the motion, upon the recommendation of the Director, the Board of Trustees does hereby approve the retirement of Mary Thompson, Librarian II, effective August 31, 2021 at a salary of \$79,731 per year, seconded by Daniel Bonnet and approved.

Corey Galloway made the motion, upon the recommendation of the Director, the Board of Trustees does hereby approve the resignation of:  
Kyron Fitzgerald hourly Library Clerk (Circulation Services), effective August 28, 2021, at a salary of \$23.65 per hour.  
Michaela Rogers, hourly Library Page (Children's Services - HCL), effective August 31, 2021 at a salary of \$14.00 per hour.  
Seconded by Lucille Renwick and approved.

Whitney Barrat made the motion, upon the recommendation of the Director, the Board of Trustees does hereby approve the allocation of 20 additional sick days (if needed) for employee # 8LH000226 with the proviso all earned time must be used before the additional sick time may be accessed, seconded by Beth Acocella and approved.

Tom Geoffino reported that the application pool for the vacant Librarian I and Librarian II positions were strong with many viable candidates. Interviews will begin next week. He indicated that the interviews for hourly Children's Librarian, Library Assistant and Trainee positions will occur in October. The reposting of the Library Assistant and Assistant Director positions occurred earlier in the month and will close in October. Tom reported that the hourly Librarian I (Archivist) posting is scheduled for mid-September.

#### BUDGET COMMITTEE:

No report was made.

#### BUILDING AND GROUNDS COMMITTEE:

No report was made.

#### COMMUNITY RELATIONS, FOUNDATION, FRIENDS AND HUGUENOT PARTNERSHIP COMMITTEE:

No report was made.

#### FINANCE, TREASURY AND AUDIT COMMITTEE:

Chair Corey Galloway reported he is continuing to investigate options in relation to changing our Library's banking affiliation. He is hopeful that a Finance Committee will meet prior to the October Board meeting in order to provide a recommendation regarding bank affiliation.

#### PERSONNEL COMMITTEE:

Chair Lucille Renwick reported that the Personnel Committee is still in information gathering stage regarding the Collective Bargaining Agreement negotiations. It expects to meet to in the near future prior to scheduling a meeting with the library union negotiation team.

**POLICY COMMITTEE:**

Whitney Barrat indicated that the issue of individuals performing self-appointed "First Amendment "audits needs to be looked at by the Policy Committee.

**SPECIAL PROJECTS COMMITTEE:**

Chair Whitney Barrat reemphasized her President's report relative to the strategic planning process by urging everyone to continue to advocate for participation in the September 29<sup>th</sup> town meeting and the survey due to end on October 3<sup>rd</sup>.

**PUBLIC TO BE HEARD:**

Thomas Maxheimer      148 Tremont St. Westbury NY  
Marjorie Sachs          14 Lakeside Drive New Rochelle NY  
The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Sarah Langlois  
Secretary