



**BOARD OF TRUSTEES MEETING**  
**Tuesday, May 12, 2026**  
**New Rochelle Public Library: Main Library**  
**Ossie Davis Theater**  
**7:30 p.m.**

**Please Note: This meeting will take place at 7:30 pm and entirely in person at the Main Library with no simultaneous Zoom broadcast available.**

**A recording of the meeting will be posted on the library's website: [www.nrpl.org](http://www.nrpl.org).**

**AGENDA**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ATTENDANCE

APPROVAL OF MINUTES

REGULAR BUSINESS

- WLS Report
- President's Report
- Director's Report
  - Current Operational Status
  - Personnel Report

COMMITTEE REPORTS

- Budget Committee
- Buildings & Grounds/CROC Committee
- Community Relations Committee
- Finance Committee
- Personnel Committee
- Policy Committee
- Special Projects Committee

PUBLIC DISCUSSION

ADJOURNMENT

# NRPL Monthly Departmental Update

## Adult Services

**Department:** Adult Services

**Submitted by:** Kira Aiello

**Reporting Period:** April 2026

### 1. Key Highlights

This month we are highlighting all of the assistance provided to our patrons at our Help and Learning Center. In April the Help and Learning Center assisted 81 patrons and completed 25 digital navigator appointments. The work done in this department is constantly evolving to meet goal 3 of our strategic plan: *Prioritize outreach to communities of color, Spanish-speaking residents, and underserved neighborhoods in New Rochelle to ensure that the Library's visitors and card users reflect the diversity of New Rochelle residents.* Our bilingual Community Resources Coordinator maintains close contact with City agencies and local nonprofit organizations to ensure that the library is aware of all social services opportunities and initiatives. She is an active participant and regularly attends meetings of the New Rochelle/Westchester Community Network and the New Rochelle Council of Community Services. She also works with program providers and volunteers to offer information, classes, and services to meet the needs of our patrons.

#### **Assistance provided**

- As tax season concluded, patrons were assisted in setting up their IRS accounts for the AARP Tax Prep program at NRPL, and assistance was provided in accessing and printing all necessary documents.
- Individuals were assisted in accessing their free credit reports online to ensure they were prepared for housing applications and benefit recertifications.
- Patrons were to community resources based on their needs including EAP/EEAP utility assistance programs, discounted internet and phone service options and provided self-paced digital learning opportunities for our patrons using the website: [digitallearn.org](https://digitallearn.org)
- Supported patrons in navigating government websites and portals, including Social Security, DMV, and USCIS services.
- One-on-one assistance is provided as a drop in service or by appointment for help with completing online applications, connecting to social services, setting up a basic email account, connecting to community resources, and much more. Drop in or schedule an appointment.

- Trained Digital Navigators are available by appointment three days per week at NRPL, to provide help with technology questions. Appointments can be made via our [online registration](#) form or by phone 914-813-3733.

### **Information provided**

- Healthcare Navigation- Drop-in assistance is offered for NYS affordable healthcare three Wednesdays a month, from 11:00 AM to 12:00 PM, Medicare (65+yrs) coverage basics every Monday from 10:00 AM to 12:00 PM.

### **Classes scheduled and facilitated**

- Job Search Coach- One-on-one sessions are available every Monday evening from 5:00–7:30 PM. On the first Monday of each month a workshop is held. This past month was Jump Start Your Job Search Workshop: “*Resumes and Cover Letters.*” Monday, April 6, at 6:30 pm.
- Citizenship Preparation Classes- The sessions cover the test, interview preparation and guidance on current USCIS applications.
- Digital Learning Classes- Microsoft and Google Docs basics in English & Spanish provided on alternate Monday evenings from 5-6:00 pm.
- ESL classes continue in partnership with the WCC/English Language Institute.

### **Services provided by volunteers**

- Free Notary Nights, our volunteer notary public is available every third Thursday of the month at 6:00 pm.
- Volunteer tutors work one-on-one with learners on basic literacy skills and GED prep at the library, helping patrons make real progress toward their learning goals.

## **2. Programs, Services & Collections**

### **Programs**

- For Autism Awareness Month we screened *Autistic Mode*, an animated anthology created by autistic artists that explores the lived experience of autism through five imaginative short films.
- Acoustic String Jam continues to be a fun and popular program.
- Creative Breath writing workshop continues to be popular: poetry was the writing subject for April.
- Book Clubs:
  - The Past Pages Book Club discussed *Revolutionary: Samuel Adams* by Stacy Schiff. The book club continues to focus on books about the American Revolution in support of RW250.
  - The Brown Bag Book Club met to discuss Lianne Moriarty’s *Here One Moment*. The main character was an actuary, so it fit our theme for Math Awareness month.

- The library also supports three local book clubs, providing guidance and copies of books for members through the WLS interlibrary loan services.
- Digital Learning classes:
  - Librarians continue to conduct Saturday morning computer classes. In April we taught: How to create your own flyer, Selling on Ebay, Intro to Library Apps, and Tech Basics: Computers and the Internet
  - Monday evenings we offer classes covering Microsoft Word and Google Docs. These classes are taught in English & Spanish on alternating weeks.
- Outreach
  - Our film librarian held a screening and led a post-viewing discussion of *Eleanor the Great* at the JCC Mid-Westchester.
  - Our archivist gave a presentation to the New Rochelle Art Association, highlighting artwork in the library's collection and discussing the history of collaboration between the NRAA and the library.

## Services

- Job Search Coach- One-on-one sessions are available every Monday evening from 5:00–7:30 PM. The first Monday of the month features a one-hour workshop.
- Healthcare Navigation- Drop-in assistance is offered for NYS affordable healthcare three Wednesdays a month, from 11:00 AM to 12:00 PM, Medicare (65+yrs) coverage basics every Monday from 10:00 AM to 12:00 PM. 2nd fl.
- Free Notary Nights- Notary Public available every third Thursday of the month at 6:00PM
- Citizenship Preparation Classes- The sessions cover the test, interview preparation and guidance on current USCIS application.
- Our Digital Navigators continue to meet with patrons for one-on-one help, both drop-in and via scheduled appointments.

## Community partnerships and collaborations

- Students from The Hallen School volunteer two days a week as part of a work/study program.
- Students from the NRHS volunteer with our local history librarian to scan our collection of yearbooks.

## Local History/Archives

- **39,341** page visits to our online collections **WOW** (a typical month is 3,000-4,000 visits)
- Prof Adam Arenson, Iona University is developing a new class for the Fall 2026 about Taylor v. the Board of Education case. He is working with our archivist and local history librarian. A student group will be visiting in the Fall to study our archival records of the Lincoln School desegregation.
- 2 microfilm searches requested by email
- 4 patrons registered for the Local History Room

- Working with a researcher gathering information regarding the 1955 zoning changes
- Research on the Rhinelander Case for Ann Gombiner (Harvard University)
- Research on Thomas Nast for author of study of political cartoons
- Research on history of Lincoln Towers and urban renewal for resident of Lincoln Towers

### Collection development

- Librarians continue to highlight books in our collection by providing book lists for the e-newsletter and creating book displays throughout the library, some of the book displays were for: National Poetry Month, Jazz Appreciation Month, Stress Awareness, Earth Day and the Revolutionary War.
- Librarians continue to monitor book reviews and numerous social media sources for news about popular titles, and order new books in print, audio and electronic formats.
- Monthly Purchase Alert, E-book Holds and Metered Access Notification Reports allow librarians to identify which titles are most popular among our patrons, ensuring we are meeting demand.
- We are wrapping up our book ordering for the current fiscal year, looking at circulation numbers and adjusting for the new fiscal year.

## 3. Patron & Community Engagement

- After a long job search process, Ms. R. secured a part-time position as an office assistant at Westchester Community College, “The many days I spent searching, revising my resume, and getting interview tips at the library paid off.”

## 4. Operations & Facilities

- The Welcome Desk model was launched. At the end of the month, the first floor reference desk was closed and the librarians and library assistants joined the clerks at the circulation desk to launch our new Welcome Desk model. We will provide a more detailed review of our new venture in next month’s report.

## 5. Statistics Snapshot

<u>Event</u>	<u>Sessions</u>	<u>Attendance</u>
Book Clubs	2	11
Acoustic String Jam	1	7
Film screenings	2	40
Civics/citizenship class	2	7
Digital learning classes	8	33
Job Coach on-on-one sessions		16
Citizenship classes	2	12

Notary	4	9
Healthcare/Medicare Help	6	6
Exams Proctored		3
Study room reservations		686
Adult Volunteer hours		43

Circulation statistics for April 2026

Overdrive/Libby	9786
Kanopy	347
Hoopla	not available as of this report

## 6. Looking Ahead

- Planning is ongoing for the May 30th author talk by Emily Sneff/*When the Declaration of Independence was News*.
- We will continue to cross-train staff at the Welcome Desk during May.
- We are preparing for the Adult Summer Reading Program.
- We are planning for the upcoming community outreach season to ensure that the library will have a presence at as many summer events as possible.

# Narrative Report – Adult Services

## April 2026

**Department:** Adult Services

**Submitted by:** Kira Aiello

**Reporting Period:** 04/01/2026-04/30/2026

April began with the conclusion of tax season. We assisted many patrons with locating and printing the necessary documents to complete their 2025 tax returns. It was a busy time at the main reference desk.

We are continuing to transition the responsibility for adult programming from the Community Relations Department to the Adult Librarian Department. A member of the adult services team is now the Head of Programming and Outreach Services. In this new role, he is actively involved in the RW250 committee. He is scheduling events throughout the coming year in support of RW250. On May 30th we will host an author talk with Emily Sneff, author of the newly published, *When the Declaration of Independence was News*. We will continue to support RW250 throughout the year with book discussions, trivia programs, and film screenings.

At the end of April we launched the Welcome Desk. Having a librarian situated in the lobby, visible as patrons arrive has proved to be a positive experience for both our staff and our patrons. Librarians are able to answer patron questions and provide guidance to the public as soon as they enter the library. We will continue to cross train clerical and librarian staff to ensure confidence and professionalism among all public service staff working at the Welcome Desk.

# NRPL Monthly Departmental Update

**Department:** Circulation Department

**Submitted by:** Milton Cobb

**Reporting Period:** April 2026

## 1. Key Highlights

- The introduction of the Welcome Desk model at New Rochelle Public Library is off to a good start. More than half of the Adult Services team have received training on general Circulation Desk functions and procedures. The other half of the Adult Services librarians have received nearly all necessary training and are in the process of finishing up by learning about our cash register system.

## 2. Programs, Services & Collections

- With changes to programming at NRPL, members of the Circulation Department are ready to assist as needed at the direction of David Torres, Head of Programming and Outreach. Members of the Circulation Department attended a City of New Rochelle-hosted Earth Day event and presented information about the library to the public and signed up some residents for library card accounts. The department looks forward to continued collaboration with the Head of Programming and Outreach on future outreach opportunities and programs.
- The Circulation Department, along with the overarching Adult Services Department, has begun transitioning to a Welcome Desk model on the first floor. The model, which places a librarian/library assistant at one of the work stations at the current Circulation Desk, was implemented on April 22.

## 3. Patron & Community Engagement

- **Book Clubs allow patrons to connect.**
  - New Rochelle Public Library has several book clubs available to patrons. Recently, the patron holds shelf was adjusted so that more space will be available for book club holds. In addition to this, Madhu P. will be acting as a liaison between the Circulation Department and Book Club Coordinator. As part of his management of the holds shelf, he will also ensure that book club titles remain on the shelf for only as long as needed, that new book club titles are placed on the shelf promptly after arrival, and that the Book Club Coordinator is made aware of any book shortages or program signage in need of being updated.

- **Increased advertisement of library programming and offerings.**
  - The previous display was a celebration of diversity. Continuing on the idea of celebrating diversity, the current display is “Celebrate Haitian Flag Day”, and features wide ranging stories by Haitian authors and stores from throughout the Haitian diaspora.

## 4. Operations & Facilities

- More space has been made for book clubs in the library’s hold shelf area.
- The Circulation Department, along with the overarching Adult Services Department, has begun the transition to a Welcome Desk model on the first floor. A majority of Adult Services Librarians and Library Assistants have received training on the following Circulation procedures. Others are in the process of finishing this training:
  - holds/transit
  - cash handling/cash drawer protocol
  - patron registration
  - card renewals
  - checking an item in and checking an item out
  - An overview of the transit bin system.
- Circulation Clerks will be trained on :
  - Checking the status of Museum Pass loans and reservations
  - How to provide assistance to patrons at the 1st floor copy machine
- In addition to the training provided to both Circulation clerks and Adult Services Librarians, accounts will need to be created for all staff working at the Welcome Desk:
  - Circulation Clerks will have LibCal accounts created for them so that they may access the museum pass reservation system.
  - Librarians and Library Assistants will have Square register accounts created so that they may access the cash register.

## 5. Statistics Snapshot

*March 2026 Circulation Statistics (April’s statistics are not posted yet)*

### **Main Branch**

[Circulations](#): **14,831**

5 Highest Circulation Statistical Categories:

1. Juvenile Fiction- **6,375**
2. Juvenile Nonfiction- **1,739**
3. Fiction- **1,327**
4. Movie- **1,160**

## 5. Nonfiction- 974

[Intraloans Supplied](#): 3,286

[Intraloans Received](#): 1,088

[Patrons Added](#): 244

[Items Added](#): 1,434

[Items Deleted](#): 1,440

### *HCL*

[Circulations](#): 3,334

5 Highest Circulation Statistical Categories:

1. Juvenile Fiction- **2,605**
2. Juvenile Nonfiction- **261**
3. Fiction - **121**
4. New Book - **90**
5. YA Fiction - **78**

[Intraloans Supplied](#): 228

[Intraloans Received](#): 666

[Patrons Added](#): 19

[Items Added](#): 118

[Items Deleted](#): 170

## 6. Looking Ahead

- The Circulation Department will continue to track patron interactions via our tally sheets located at the Circulation Desk and the associated aggregate spreadsheet. This is being done in order to continue to get a better understanding of how often the Circulation department engages with patrons beyond check-in and check-out transactions.
- The next WLS Circulation Committee will be on Tuesday, May 12, 2026.
- **The Circulation Department will continue to do whatever is needed to make the Welcome Desk a successful addition to New Rochelle Public Library.**

## 7. Attachments/Supporting Documents

- Monthly Circulation: [x Monthly\\_Circulation\\_Mar2026.xlsx](#)

- Intraloans Supplied:  Monthly\_Supplied\_Mar2026.xlsx
- Intraloans Received:  Monthly\_Received\_Mar2026.xlsx
- Patrons Added:  Monthly\_Patrons\_Added\_Mar2026.xlsx
- Items Added:  Monthly\_Items\_Added\_Mar2026.xlsx
- Items Deleted:  Monthly\_Items\_Deleted\_Mar2026.xlsx

# Monthly Departmental Narrative Report

**Department:** Circulation Department

**Submitted by:** Milton Cobb

**Reporting Period:** April 2026

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## Narrative Report

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The final WLS Circulation Committee meeting before breaking for the Summer will be next week on Tuesday, May 12, 2026. Finally, The Circulation Department will continue to do whatever is needed to make the Welcome Desk a successful addition to New Rochelle Public Library.

# NRPL Monthly Departmental Update (April 2026)

**Department:** Youth Services

**Submitted by:** Ashley Bressingham

**Reporting Period:** April 1-30, 2026

## 1. Key Highlights (Strategic Goals Alignment)

- **Children's Room:** The second half of our Spring Break programming (April 1-4) ended incredibly strong with 524 attendees. Our 7 special programs included a staff-led puppet show, a Crayola Creativity performance from Mad Science, an Autism-friendly music and dance program, slime, big board games, egg-shaker activities, and a story and craft program presented with the NRPD. The majority of these programs were at capacity (see images below).
- **HCL:** The NRHS Science Honor Society students held an Earth Day themed science afterschool program for 20 of our patrons where children learned all about photosynthesis and planted milkweed seeds that they got to bring home (April 29). We are thrilled to work with the high school students who come up with the programs as part of their studies. The Girl Scouts returned with Once Upon a Craft where 25 patrons enjoyed stories and a craft.
- **Teen Services:** On April 8, the Scarsdale Robo Raiders, an eight-year-old robotics team from Scarsdale High School, demonstrated how they build and design task driven robots competitively with teen participants given the chance to experience controlling the demo robot and push colored balls in a mock competitive challenge. Teen attendees also had a chance to make and keep their own rubber band car and compete with others for the fastest vehicle (see images below).

## 2. Programs, Services & Collections

- **Children's Room Book Displays:** Spring, Easter, Passover, Autism Acceptance Month, April Fool's Day, Mother's Day, Arab American Heritage Month, Poetry Month, Earth Day
- **HCL Book Displays:** Biographies of poets next to our poetry book cart, holiday books in our holiday cart, new Spring display on the first floor.
- **HCL:** On Earth Day (April 22), we had Plant a Poem guided by a local poet where patrons wrote and drew on seed infused papers and we planted some of them in our flower boxes as well as added dirt and seeds to their own flowerpots to bring home. Musician and singer Sean Lowery returned twice with Singin' with Sean where he shares a variety of unusual instruments with patrons which they all get to take a turn playing.
- **Teen Services:** During Spring Break, we ran our annual Video Game Tournament Week and Easter Egg Hunt with both programs averaging about, respectively, 8 and 15 participants per day.

- **Teen Services:** Collection development continues with weeding about 90 various teen books to make space for the growing collection. There is now enough space on all teen bookshelves to feature books at each shelving row (see image below) for a more visually friendly space.
- **Teen Services Book Displays:** Arab American Heritage Month, Earth Day (April 22), Easter, Harry Potter 20th Anniversary, National Pet Day (April 11), Poetry Month, Pokemon 30th Anniversary, and Stress Free Month

### 3. Patron & Community Engagement

- **Children's Room:** NRPD hosted a "Books & Badges" program on Saturday, April 4. Officers did a full storytime with families – reading classic stories and doing favorite finger rhymes and movement songs – then making a "badge" button craft with kids. 72 attendees participated in the program (see images below).
- **Children's Room:** The New Rochelle Youth Bureau once again joined us for another Full STEAM Ahead afterschool program on Thursday, April 9 and helped kids with a seed planting project.
- **Children's Room:** Bilingual Library Assistant Jessica Hernandez attended the City of New Rochelle's Earth Day Festival along with staff from other departments and those that stopped by their table filled out library card applications as well as learned about all of the programs and services we offer.
- **HCL:** We've been happy to have teen volunteers who need to earn their community service hours come through our great teen volunteer program run by Teen Librarian Rio Aucena.
- **Teen Services:** April is Financial Literacy Month and our Be Money Smart: Financial Wellness for Teens Workshop, voluntarily facilitated by community resident Anette White, on April 11 was attended by 10 teens.
- **Teen Services:** There was a surge of teens attending this month's Teen Advisory Board meeting on Saturday, April 18 with 14 teens attending (see image below). Their responses for future teen programming was very helpful for planning.
- **Teen Services:** Paws to Relax with Therapy Dogs continues to be a beloved program by the teens. Attendance averaged around 10 participants per session this month.
- **Teen Services:** Creative Cards for a Cause facilitated by our non-profit partner Neurofirst has continued to draw about 25 teen volunteers every week this month.
- **Teen Services:** 70 teen volunteers came in this month assisting with children's programs, the NRHS yearbook scanning project, Creative Cards for a Cause, and various other teen services-related tasks totaling over 203 hours of community service.

### 4. Operations & Facilities

- **Children's Room:** -
- **HCL:** We replaced the very old book bins on the first floor with new bins that matched the rest of the bins and shelves and opened up the floor space. A new chair for the second floor is on order.
- **Teen Services:** The Teen Room was closed on Wednesday, April 15 and Thursday, April 16 due to excessive heat in the space.

- **Teen Services:** A small table was placed in the Teen Room in preparation for a dedicated staff desk (see image below).

## 5. Statistics Snapshot

*(Attach or embed charts/tables if possible)*

- **Children's Room:** 68 programs/1892 attendees; **HCL:** 33 program/853 attendees; **Teen Services:** 99 programs/589 attendees  
[Youth Services Program Stats](#)
- **Circulation:** See Milton's report.
- **Children's Room Total Ref Stats:** 2461; **HCL Total Ref Stats:** 1805

## 6. Looking Ahead

- **Children's Room:** Kindergarten class visits are scheduled throughout the month of May.
- **Children's Room:** A lot of special weekend programming and celebrations in May & June - Children's Book Week (May 9), Water Safety (May 16), Chinese Acrobatics (May 23), Chinese Knotting (May 30), Drag Story Hour (June 6), Summer Reading Kick-Off (June 13) & a Juneteenth Concert (June 20).
- **Children's Room:** We're extending our morning and afternoon programs to utilize the new outdoor patio space in May and June with weather permitting. Some new activities will be presented during this 6-week series of programs, including Sensory Play, toddler STEAM, and garden activities.
- **HCL:** We will be hosting a Chalk the Walk Let's Talk Westchester program with the Teen Room that is going on throughout Westchester, aimed at teens, to support mental health awareness.
- **Teen Services:** We will be hosting a Star Wars Day May the 4th event on May 4, De-Stress Week will run from May 4-15 during AP exams, Chalk the Walk Let's Talk Westchester (May 5) at HCL, and a multigenerational Chinese Knotting (May 30) program led by a teen volunteer.

## 7. Attachments/Supporting Documents

## Children's Spring Break



Build, Make, Create: Egg-Shaker Maracas (April 2)



Slime Time! (April 2)





Jumpin' Jungle Puppet Show (April 1)



Turtle Dance Music (April 3)



Mega-Game Afternoon (April 3)



Books & Badges Storytime & Craft (April 4)



Books & Badges Storytime & Craft (April 4)

## Teen Programming



The Scarsdale Robo Raiders speaking about the competitive robotics process (April 8).



A teen was given a chance to control the Scarsdale Robo Raiders demo robot and push colored balls into the corner square within 1.5 minutes (April 8).



Teen Advisory Board Meeting (April 18).

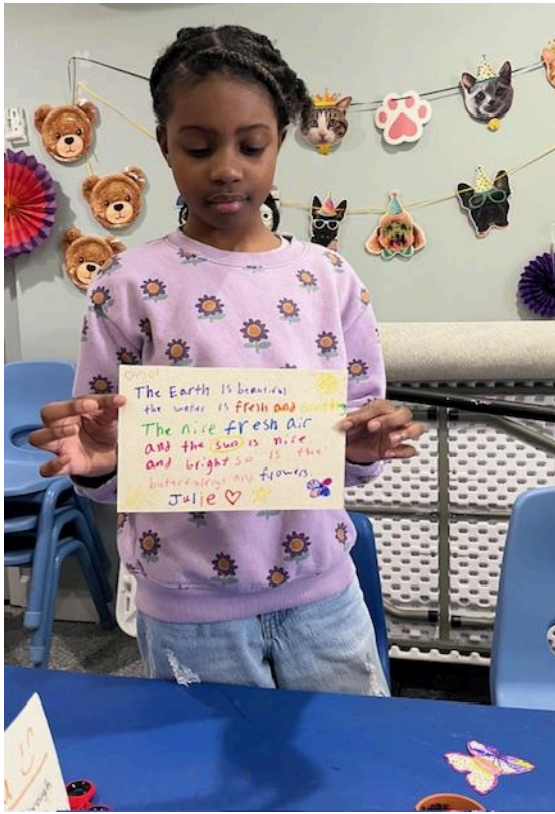


New teen staff desk in front of nonfiction shelves.



All Teen Room bookshelves now have enough space at the end of each row to feature books in a visually appealing manner.

# HCL Programs





Participants wrote poems on seed infused paper that they can plant and they'll grow at the Plant a Poem program celebrating Earth Day (April 22).



Children learned about photosynthesis with the NRHS Science Honor Society students (April 29).



Planting milkweed seeds (which Monarch Butterflies love when they grow) on the patio (April 29).



Learning about the wonders of science with the NRHS Science Honor Society students (April 29).



Two wonderful sessions of Singin' with Sean - he always brings interesting instruments to share with the children.



StoryArt moved to the patio on a sunny morning as everyone heard stories about butterflies and practiced being them before doing a craft inside with Miss Joy. Fly, butterflies!

**Instructions for Staff:**

- Keep sections concise (bullets where possible).
- Always link updates back to **strategic goals**.
- Submit to the Admin Office by the monthly due date.

# Narrative Report – Youth Services (April 2026)

**Department:** Youth Services

**Submitted by:** Ashley Bressingham

**Reporting Period:** April 1-30, 2026

In the Children's Room, the month began with special programs for the end of the spring break week. Attendees delighted in a lively puppet show, an Autism-friendly music and dance program, learned how creativity fuels innovation with Mad Science, made egg shaker maracas as well as slime, and played with our collection of regular and big board games. We also partnered with the NRPD for Books & Badges! Police Storytime & Craft. Participants enjoyed listening to stories read by the officers, made their own police badge button, and met a police dog!

The Children's Room finished up its Winter/Spring program calendar and we've been preparing for our May/June activities, which will be taking place in our Children's Garden (weather permitting). The kindergarten students from the New Rochelle public schools will be visiting in May and we've been getting ready for their class visits.

Bilingual Library Assistant Jessica Hernandez attended the City of New Rochelle's Earth Day Festival along with staff from other departments. Attendees learned about all of the programs and services we offer as well as filled out library card applications.

Children's Room Assistant Supervisor Ashley Bressingham and Bilingual Library Assistant Paola Garcia visited the Greenburgh Public Library and Scarsdale Public Library. At Greenburgh Public Library, they attended the monthly Youth Services meeting facilitated by the Westchester Library System (WLS) and learned about Greenburgh Public Library's library of things as well as viewed their new study pods. At both libraries, they visited the children's and teen spaces to start collecting ideas for our potential new space.

Spring arrived at HCL bringing Nature Tales back for several weeks, Once Upon a Craft with the local Girl Scouts, and the return of a program run by the NRHS Science Honor Society. On the weekends, we had some extra programming with the return of a favorite singer and musician, Sean Lowery, who always brings a variety of unusual instruments to share with the children and he brought a cowbell for the second session of the program.

On Earth Day, writer Karen Gardner led the Plant a Poem program - young patrons were able to write and/or draw on seed infused paper that they could take home with them. We even planted a few in our flowerboxes by the patio fence. Additionally, children were able to add seeds to dirt in small flowerpots to bring home as well.

With the arrival of warmer weather, we also saw more activity at the park, which means more activity at the library. There have been a lot of new babies as well as new families moving to New Rochelle and they're excited to find so much for families to do at our libraries.

The Teen Room partnered with the Scarsdale Robo Raiders robotics club and received a strong turnout during their presentation and demonstration. In April, the Teen Advisory Board meeting also garnered many teen attendees. Impressively, 70 teens logged over a staggering 203 hours of service at the library - continuing to provide essential support to the community through Cards for a Cause as well as Children's Programs and the special Adult Services high school yearbook scanning project.

## NRPL Monthly Departmental Update

**Department:** Community Relations

**Submitted by:** Lisa Itzkowitz

**Reporting Period:** April 2026

### 1. Key Highlights

- Led promotional efforts to drive patron engagement for 31 April programs with emphasis on generating awareness of NRPL budget and bond vote in May including April budget/bond info sessions, Children's Vacation week programs, and final weeks of AARP Tax Assistance.
- Bond communications were a top priority this month.
  - Worked with consultant Joan Grangeois-Thomas and team to create social media posts incorporated into regular content calendar. Bond comms posted to social 3x/week, telling our "story."
  - Signage around the building was increased via large posters to VOTE May 19 at Lawton and Memorial Hwy entrances, Staff VOTE May 19 buttons, and brightly colored flyers on entrance doors, info desks, bulletin boards and screens to highlight
    - Info sessions on April 16 and 28
    - Vote May 19
  - Coordinated materials with Board Member Salter for Tabling re: Vote on April 30, May 2 and 3.
- Facilitated communications and interview re: bond with Bob Cox. publisher of *Talk of the Sound*.
- The annual budget mailer was finalized, printed and mailed on April 23, ahead of schedule
- The website is in the final stages of being built by our provider, Library Market, and should be ready for review shortly.
- AARP finished the 2025 tax season with extremely strong results. Tim Oberg, our point of contact for the program shared this note on April 16:

*The New Rochelle Public Library AARP Tax-Aide Team has completed its work for this season. We are very satisfied with the results and want to thank you and the library staff for their support. Without your extraordinary coworkers and beautiful facilities, none of what we accomplished would have been possible. Taxpayers always comment on how generous the library is in helping us help them.*

***This year was NRPL Tax-Aide's most productive season ever. We helped more taxpayers than any other location in Westchester County. We submitted 934 federal returns, compared with 875 last year. We also submitted a comparable number of state returns. In total, we helped over 1,200 local residents by preparing tax returns and answering tax-related questions for people who did not have us complete their returns.***

*There is a real demand for our program. Taxpayers arrived before the library opened to sign up for a turn with a tax preparer. It was not uncommon for 40 to 50 people to arrive at 9:00, when we began operations. Some waited several hours to be helped. They were polite and understanding, knowing we were working hard to provide the best service to as many people as possible.*

*Lisa Itzkowitz, Toby Sevush, and Ed Roddy deserve our eternal gratitude for everything they did to keep us going. Denise Link helped our taxpayers access the internet to find important missing tax information. The custodial staff was excellent at preparing the stage area and auditorium for our operation. You have an extraordinary team.*

*We look forward to joining you again next year and to helping the wonderful residents of New Rochelle.*

*Thank you again. We couldn't do what we do without you.*

*Tim Oberg and Anne Chodosh  
Local Coordinators, NRPL AARP Tax-Aide*

- Launched Tai Chi/Qi Gong with new instructor, Phil Coyle. We had a strong following for our Qi Gong class which ended in December. This program was extremely well received with 38 participants at each of the first two sessions (4/21 and 4/28)
- Launched spring session of beginner Mah Jong instruction/open play. Demand for instruction is extremely high, and participants are very pleased with the instructor.

## 2. Programs

- **Health and Wellness Programs - 12 sessions**
  - Chair Yoga averaged 29 attendees/session. *This is a 11% increase over the previous month*
  - Multi Level Yoga averaged 15 attendees *This is a 36% increase over the previous month*
  - New- Tai Chi/Qi Gong - 38 attendees/session. *This is a new program, launched 4/23.*
- **Arts and Culture Programs - 11 sessions**
  - **Friday Night Concerts** continue to be a success. Wayne Henderson, a hometown favorite, had 110 attendees.
  - New Rochelle Plays Hollywood returned for the Spring 2026 session. The series has a small but loyal following. The May film welcomed 11 attendees. *(Note: The facilitator, Les Srager, had decided not to continue told us earlier this year, this would be his last series. There is one more film in May.)*
  - NRAA Dermott Gale show was on display for most of April
- **AARP Tax Prep - 4 sessions**
  - Averaging 80 attendees/session. *(As expected, patrons seeking assistance is highest during the last sessions of the program.*
- **Fun and Games Programs - 4 sessions**
  - **MahJong** Open Play, average 7 attendees/session
  - May Jongg Instruction, average 18 attendees/session
- **Virtual programs - 1 programs**
  - Our Once and Future Forest, *22 attendees*

## 3. Patron & Community Engagement

- Coordinated staff visioning sessions (in person and virtual) with Margaret Sullivan Studios
- Coordinated NRPL presence at City of New Rochelle Earth Day Event on April 22. 124 visitors to NRPL table.
- Community Relations staff stepped in to manage events/programs/contracts/payments previously managed by Programming Coordinator Tobe Sevush, until a new Programming Coordinator is hired.

## 4. Operations and Facilities

n/a

## 5. Statistics Snapshot

- Total number of program sessions: 44
- Total number of attendees: 1377
- Social media recap

April social media performed better than the previous month. Facebook gained 27 new followers, had 727 content interactions, reached 12,492 unique accounts, accumulated 56,893 views across all posts and 1,073 profile visits from unique accounts. On Instagram we gained 45 new followers, had 633 content interactions (likes & comments), reached 2,152 unique accounts, accumulated 22,716 views across all posts and 238 profile visits from unique accounts.

We saw an uptick in views and content interaction this month due to increased posts (due to the addition of 3 bond posts/week). To date there have been no negative reactions to the bond across our social media channels. We will continue to monitor our social media for the public's reaction to the budget and bond and continue to refine our posting strategy to best optimize our socials and ensure that we are getting as many views as possible.

### *Facebook*

- Bond Info Session Post (4,894 Views, 2,338 Reach, 8 Interactions)
- Bond "What We Envision" Post (3,349 Views, 1,728 Reach, 16 Interactions)
- Library Journal Design Post (3,046 Views, 2,036 Reach, 56 Interactions)

### *Instagram*

- NRPD Collab Post (3,306 Views, 2,526 Reach, 108 Interactions)
  - Turtle Dance Music Recap Post (984 Views, 384 Reach, 18 Interactions)
  - Earth Day Tabling Post (936 Views, 365 Reach, 30 Interactions)
- 
- Email: The open rate on the weekly eblast was 60% - 28% higher than the industry average. It appears Constant Contact has reverted back to calculating open rates as they had done historically.
    - All April eblasts highlighted our bond story, as well as info session dates and Vote May 19, at the top of the email.

## 6. Looking Ahead

- May programs will include a Friday Night Concert with Latin Jazz ensemble, Carlos Jimenez Mambo Dulcet.
- The annual Budget hearing takes place on Thursday, May 7.

## 7. Supporting Documents



*In partnership with Tutti Bravi, "Our French Connection / Brian Carter Jazz Quintet" performed to an audience of 108*



*Our new Tai Chi/Qi Gong class was very popular!*



*Beginner Mah Jongg was filled beyond capacity!*

## Community Relations Narrative Report

**Department:** Community Relations

**Submitted by:** Lisa Itzkowitz

**Reporting Period:** April 2026

This month, marketing provided support for **31 programs** across all library departments. Key events included the continuation of AARP Tax Assistance, communications about the proposed NRPL bond, Friday night and afternoon Concerts, the new Yiddish Book Club book discussions and ancillary programs, and the new Tai Chi/Qi Gong and beginner Mah Jongg Classes.

The website design company, Library Market, spent the month of April building our **new website**. Staff training will take place in May.

Marketing coordinated in-person and virtual staff **visioning sessions** with Margaret Sullivan Studios.

Continuing to focus on **bond communications**. Enhanced signage around the building regarding info sessions, and May 19 vote.

The **Annual Budget Mailer** was completed and mailed.

Managed creation of marketing materials for new **Yiddish Book Club and ancillary programs**.

**Ongoing sharing of knowledge** with new Director of Programming and Outreach

Working with Caroline to position and promote a new **summer reading program for adults**.

Launched **new Tai Chi/Qi Gong classes**.

NRPL continues to receive strong **coverage in local media**:

Press about the bond was picked up by [Talk of the Sound](#), [Westfair Business Journal](#), and [Patch](#). [Talk of the Sound](#) did a follow up analysis and provided suggested questions for the community to ask at info sessions. Macaroni Kids picked up select Children's events including [Baby Rhyme Time](#) and [Bilingual Babies](#), [Kiddie Music Concert](#) and more. Rye & Rye Brook Moms picked up [Homework Help](#). ArtsWestchester highlighted our April 19 [New Rochelle Plays Hollywood Film](#). [Talk of the Sound](#) and [Patch](#) picked up our news about being chosen as a case study for the Library Journal Design Institute. The [April issue of the New Rochelle Review](#) included articles about the \$1.18M funding NRPL received from state legislators, President Lucille Renwick's receipt of the Velma K. Moore award, the Library's screening of the film Autistic Mode, in honor of Autism Awareness Month, as well as a full page of listings/photos of several other NRPL April events.

**Board Meeting**  
**Tuesday, May 12, 2026**  
**Personnel Report Listing**

	Last Name	Name	Title	Salary	Reason	Action Date	Board Meeting Report - Date
1	Bressingham	Ashley	Full Time Librarian II -Children's Room	From Step # 4 \$85,069.92 - Salary \$3,271.92 - To Step # 5 \$89,768.90 - Salary \$3,452.65	Step Increase	16-Jun-26	12-May-26

**Board Meeting  
Tuesday, May 12, 2026  
Incident Report Listing**

DATE	TIME	LOCATION	DESCRIPTION	ACTION Y/N	EMERGENCY SERVICES CONTACT
4/2/2026	7:30 PM	Main Library	Second-Floor Reservation Room Incident Involving Inappropriate Behavior Reported by Caller	No	
4/3/2026	11:25 AM	Main Library	Disruptive Patron Incident Involving Verbal Outburst During Program and Subsequent Removal	No	
4/6/2026	11:40 AM	Main Library	Children's Room Dispute Between Patrons During Baby Rhyme Time Program Leading to Security Response	No	
4/2/2026	7:00 PM	Main Library	Reported Inappropriate Conduct in Third-Floor Study Room and Reservation Record Discrepancy	No	
4/8/2026	3:40 PM	Main Library	Repeated Violation of Study Room Policy Due to Patron Sleeping in Reserved Space	No	
4/16/2026	3:30 PM	Main Library	Caller Allegation and Request for Administrative Follow-Up	Yes	NRPD
4/17/0026	4:15 PM	HCL	Property Damage Incident Involving Youth Patron	No	
4/30/2026	4:15 PM	Main Library	Caller Follow-Up Regarding Prior Complaint and Email Forwarding	No	

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May 12, 2026 Director's Board Report

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## **Committee Meetings**

B&G Committee meeting Friday, April 3 · 8:30 – 9:30am

Community Relations Committee Monday, April 6 · 8:30 – 9:30am

Civil Service Commission Meeting Wednesday, April 15 · 3:30 – 4:30pm

Policy Committee Meeting - 9am Monday, April 27 · 9:00 – 10:00am

Budget/Finance Committee Meeting Wednesday, April 29 · 8:30 – 9:30am

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## **Check-In Meetings**

Check In Meeting - Director + Board President Thursday, April 2 · 10:00 – 11:00am

Check in with tradesworker Monday, April 6 · 1:00 – 1:45pm

Bond comms team check-in call Tuesday, April 7 · 11:30am – 12:00pm

Check In Meeting with Community Relations Tuesday, April 7 · 2:00 – 3:00pm

Check In Board RE Media Interview Thursday, April 23 · 2:45 – 3:45pm

Check in with Robert Half Friday, May 1 · 11:00 – 11:30am

Thirdway UX Check In Thursday, April 30 · 10:30 – 11:15am

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## **Other Meetings**

New Rochelle Public Library Proposed Agreement Monday, April 6 · 11:00am – 12:00pm

Admin team meeting Monday, April 6 · 1:30 – 2:00pm

Bond comms team check-in call Tuesday, April 7 · 11:30am – 12:00pm

Bond Advocacy Training Tuesday, April 7 · 6:00 – 8:00pm

CSDNR Board of Education Meeting Thursday, April 9 · 6:00 – 7:00pm

Bond comms team check-in call Tuesday, April 14 · 11:30am – 12:00pm

Staff Development Wednesday, April 15 · 9:00am – 12:00pm

Maintenance Department Meeting Thursday, April 16 · 11:00am – 12:00pm

PLDA Meeting Thursday, April 16 · 9:30 – 10:30am

Security company meeting Thursday, April 16 · 1:00 – 2:00pm

Treasury Position Discussion Thursday, April 23 · 2:00 – 3:00pm

CSDNR Board of Education Meeting Thursday, April 23 · 6:00 – 9:00pm

NRED & NRPL Monday, April 27 · 12:00 – 1:00pm

Media Training Monday, April 27 · 2:00 – 3:00pm

Meeting With Friends President - Tuesday, April 28 · 1:00 – 2:00pm

Practice Presentation Tuesday, April 28 · 5:30 – 6:30pm

Budget informational session two Tuesday, April 28 · 7:00 – 8:00pm


Civil Service 101 Wednesday, April 29 · 10:00 – 11:30am

Asst Library Director Interview Wednesday, April 29 · 2:00 – 3:00pm

Morgan Stanley - A Conversation w/ TK Thursday, April 30 · 11:45am – 2:00pm


## **DEPARTMENTAL REPORTS**

**Adult Services , Submitted by Kira Aiello**

 [2026 04 Adult Services Monthly Report.pdf](#)

 [2026 04 Adult Services Narrative Report.pdf](#)

Youth Report, submitted by Bobby Simic

 [2026May\\_ YouthServices\\_Update.pdf](#)

 [2026May\\_ YouthServices\\_Narrative.pdf](#)

Circulation Report, Submitted by Milton Cobb

 [2026 04 Circulation Department Monthly Narrative.pdf](#)

 [2026 05 Circulation Department Monthly Narrative.pdf](#)

Community Relations Report, Submitted by Lisa Itzkowitz

 [2026 05 Community Relations Monthly Update.pdf](#)

 [2026 05 Community Relations Monthly Narrative.pdf](#)

Personnel Report

 [2026 05 Personnel Report Listing.pdf](#)

Incident Report

 [2026 04 Incident Report Listing.pdf](#)

Respectfully Submitted,

*Eugenia Schatoff*

Eugenia Schatoff, Library Director