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Meeting of the MCLS Board of Trustees
Central Library, Kusler-Cox Auditorium

October 19, 2026, 5:00 p.m.
Minutes

Trustees Present: Christopher Corcoran, Sarah Evans, Amy Moffitt (President), Francesca Padilla, Mei Qi (Vice President), Suzanne Stockman (quorum present)

Trustees Excused: Jacqueline Slifkin, Jamia Williams

Trustees Unexcused: None

Staff and Guests: Monroe County Law Dept. Liaison, Bridget Cook; County Legislature Liaison, Ricky Frazier; Friends & Foundation of Rochester Public Library Liaison, Donna Borgus; staff members, Emily Clasper, Katy Hasselwander, Sarah Lehman, Debi Mansour, BJ Scanlon, Jennifer Smathers

President Moffitt called the meeting to order at 5:07 p.m., welcomed trustees, staff, and guests, and noted a quorum was present.

APPROVAL OF MINUTES
The minutes of the September meeting were APPROVED AS PRESENTED.

PUBLIC COMMENTS
There were no members of the public wanting to address the board.

FINANCIAL CLAIMS
Finance Manager Hasselwander reviewed the financial claims with the trustees and offered to answer questions. After discussion, Trustee Corcoran MADE A MOTION to approve the financial claims as presented. Trustee Evans SECONDED. THE MOTION PASSED UNANIMOUSLY.

LIAISON REPORTS

Liaison to Rochester Regional Library Council (RRLC)
Trustee Qi reported that the RRLC Member Event and Celebration would take place Thursday, October 22, from 12:30 to 3:30 p.m. in the Kate Gleason Auditorium. The event would recognize award winners and include presentations from grant recipients. Qi also reported that the Harold Hacker Grant facilitation with the Friends & Foundation of the Rochester Public Library had been completed, with recipients expected to be announced that week or soon afterward. A leadership series webinar was also in development and expected to open soon.

Liaison from the Rochester Public Library (RPL)
No report given.

DRAFT

Liaison from the Friends & Foundation of the RPL (FFRPL)

Executive Director Borgus reported that the Friends & Foundation of the Rochester Public Library (FFRPL) had selected recipients for $10,000 in Harold Hacker Grant funding. The judging committee selected five awards to maximize impact on the greater Rochester community. Hobart and William Smith College's Warren Hunting Smith Library received $1,070 for a sensory space for neurodiverse patrons. The Monroe County Library System (MCLS) received a partial award of $2,750 toward a keynote speaker for its proposed spring 2027 Connect Countywide Library Marketing and Promotion Summit. Mendon Public Library received $1,000 for an environmental film festival. Red Jacket Community Library received $1,000 to add approximately 15 read-along Vox Books titles to its collection, which had fewer than 10 titles. Rochester Public Library (RPL) received $4,180, a partial award toward Phase Two and part of Phase Three of its GoodPhone Project expansion.

Borgus also summarized FFRPL recent communications and fundraising work. September outreach highlighted Library Card Sign Up Month, the Aviation Station Program sponsored by FFRPL, an Allison Espach author talk organized with Penfield, Webster, and East Rochester public libraries, and E-rate advocacy. October communications highlighted the local history division and FFRPL-funded projects, including digitizing the Lieutenant Harold Hill papers, installing protective window treatments for local history special collections, and hiring contract archivists to preserve and describe Baptist Temple records. The organization also highlighted the RPL Authors Talk Series, the Girls E-Sim Racing Program led by Jeff Bostic which received a fully funded corporate sponsorship from Alesco Advisors, and FFRPL's 2027–2032 strategic plan developed following its August board retreat. With assistance from Librarian Erin Clark, FFRPL published a spotlight newsletter featuring the *Art of the Book and Paper* exhibit and its upcoming reception; the November newsletter was expected to highlight the Arts and Literature Division and announce the Harold Hacker Grant awards.

Borgus reported that, following legal advice and the FFRPL board retreat, the Friends & Foundation of the Rochester Public Library had revised its bylaws and board structure to address conflicts of interest arising from RPL staff and the MCLS and RPL board liaisons serving on the FFRPL board while FFRPL provided funds to RPL and MCLS. Trustee Ichin Zinn has chosen to leave the MCLS board and continue serving on the FFRPL board.

Lastly, Borgus thanked MCLS Board President Amy Moffitt and her First American colleagues for organizing a volunteer day that produced a list of local, regional, and corporate sponsors for future FFRPL fundraising and library initiatives.

STAFF REPORTS

Director's Report

Director Clasper reported that the approved MCLS Plan of Service was ready for submission to the state, and the state portal had opened late the previous Thursday. MCLS staff had already formed a strategic team that would meet regularly to plan implementation. Staff members were enthusiastic about having strategic direction, and first-year priorities centered on preparing for the new integrated library system (ILS), with related projects intended to support the transition. Clasper said the plan was expected to take effect in January and that the team was preparing to begin implementation then.

Clasper also explained that the Library Marketing and Promotion Summit proposed by MCLS was built on a recommendation from a consultant who reviewed RPL's marketing efforts. The summit would extend the training opportunity to libraries throughout MCLS. She said coordination across libraries would be important to communicating and promoting services associated with the new ILS and expressed appreciation for the grant support.

In response to a question about outreach, Clasper and Associate Director Smathers described how library outreach events share information about services, including VIP passes, and can help newcomers obtain a library card in person. Smathers explained that staff can verify identification and issue a physical card at an event. She noted that sometimes completing an application can be difficult at events, so some interested people will later visit a library to sign up.

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MCLS Associate Director's Report

Associate Director Smathers reported positive personnel developments in the Shipping department. With assistance from Geraldine Scott in the Personnel Office, one employee who had been on extended leave was terminated making it possible for the library to hire for the position, and the part-time temporary truck driver was offered a permanent part-time position. Smathers praised the new shipping supervisor, Tom Grossman, for his experience and safety training, and reported that he already had interns working in the sorting area to support the staff.

Central Associate Director's Report

Associate Director Lehman reported that nearly 40 attendees from the Association for Library Services to Children conference being held in Buffalo had visited the Central Library earlier in the month. She described the visit as an opportunity to exchange ideas and showcase the library's programs and spaces.

Lehman reported that a GoodPhone had been installed on the first floor of the Bausch & Lomb Public Library Building the previous week ahead of a visit from a CBS News Sunday Program team.

Lehman described a small wedding held at the library, noting that such events required little staff effort while being meaningful to participants.

Lastly, she previewed the Native Made Market, scheduled for the Saturday after Thanksgiving at Central Library. Vendors from Native American tribes across the country were expected, and the event was planned across several areas of the building. The program will include storytellers for both children and adults, along with possible genealogy programs and appointments organized with the Local History division. She also reminded attendees about the upcoming Spooky Stories in the Stacks programs, scheduled Friday and Saturday, October 23 and 24.

UNFINISHED BUSINESS

None

NEW BUSINESS

2027 MCLS Board Meeting Dates

Director Clasper presented the item to the trustees and offered to answer questions. After discussion, Trustee Stockman MADE A MOTION to approve the schedule of MCLS Board meetings for 2027. Trustee Qi SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. The meeting schedule is as follows:

January 25, 2027 (one week late due to MLK Jr. Day)

February 24, 2027 (9:00 a.m. on a Wednesday, joint budget meeting with RPL)

March 15, 2027

April 19, 2027

May 17, 2027

June 21, 2027

August 16, 2027

September 20, 2027

October 18, 2027

November 15, 2027

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Other Business

MCLS Out of County Cards and E-cards

Director Clasper introduced two potential issues regarding Out of County Cards and E-cards and provided a handout explaining the issues. After a lengthy discussion, Trustee Corcoran MADE A MOTION to authorize the Library Director to temporarily suspend new Monroe County e-card registrations effective immediately and ending January 31, 2027. Trustee Stockman SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

ANNOUNCEMENTS

President Moffitt reminded everyone that the next meeting is November 16, 2026.

ADJOURNMENT

The meeting adjourned at 6:16 p.m.

Emily Clasper, Secretary

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