

**Monroe County Library System
Meeting of the Board of Trustees
Rundel Memorial Building Board Room
August 20, 2018
Minutes**

Trustees Present: Brandt, Corcoran, D'Aurizio, Guttmacher, Lovenheim, Shelly, Stockman, Thompson, Wolf, Yust

Trustees Excused: Knapp

Staff and Guests: Staff members Brinkman, Davis, Harrison, Snow, Uttaro, Mansour

Call to Order

Mr. Wolf called the meeting to order at 12:15 p.m., and welcomed trustees and guests.

Public Comments

There were no members of the public who wished to address the board at this time.

Action Items

Officer Elections

Mr. Wolf called on Ms. Thompson who on behalf of the nominating committee recommended and MADE A MOTION that Trustee Mary Joyce D'Aurizio be elected as the new Board President and Trustee William Yust, III be elected Vice President for one-year terms to expire on June 30, 2019. The motion was seconded by Mr. Wolf. THE MOTION PASSED UNANIMOUSLY. Mr. Wolf then turned the meeting over to new President D'Aurizio who conducted the remainder of the meeting.

Meeting Minutes

A MOTION WAS MADE BY Mr. Wolf AND SECONDED BY Ms. Stockman to approve the minutes of the May 21, 2018 meeting (Documents Book). THE MOTION PASSED UNANIMOUSLY.

Claims

Ms. Harrison called attention to the financial Claims dated June and July 2018, included with the packet (Documents Book). She reviewed highlights and responded to questions, noting that twice a year fines and fees that were paid online are distributed back to member libraries based on the cost sharing agreements. Also noted that VIP Passes are paid to museums and cultural sites directly and then billed to the member libraries. Costs can vary widely based on how many passes are purchased and the cost of the pass. The only new purchase is for a website monitoring software. The cost is being split between MCLS and RPL. Ms. Snow explained that this software monitors websites and finds errors such as misspellings, broken links, etc. This is a significant assistance to LAS staff in keeping the websites clean and functional. Ms. Harrison then responded to a question about FiberTech, the internet service provider, and explained that the payments are monthly and there is a five-year agreement for services. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Wolf to approve the Claims as presented. THE MOTION PASSED UNANIMOUSLY.

Discussion Items

Trustee Conference Attendance

Trustee Brandt asked for discussion on reimbursement of expenses for Trustees who wish to attend library-related conferences or events. Ms. Uttaro said we have no evidence of payments for trustees in the past but is recommending that Trustees can be reimbursed from the Director's discretionary fund. Ms. Uttaro then

read a statement from Mr. Knapp who was unable to attend the meeting expressing his support to find funding for Trustees to attend conferences such as the New York Library Association (NYLA) Conference. The importance of attending these conferences and the learning opportunities presented was discussed and several trustees spoke up that they agreed it is an important endeavor. Ms. Harrison shared that in the past, any non-MCLS employee reimbursement of this kind is handled with a professional services agreement. It was discussed whether to use private dollars vs. MCLS dollars. Mr. Brandt recommended that Trustees need to attend and a report should be prepared to Ms. Uttaro and Mr. Molinari after their attendance. Ms. Uttaro noted that anyone interested in the classes can go online to NYLA.org to see the offerings. Mr. Davis noted that trustees will need the organization number and Snow stated she will send out the number to all. Ms. Uttaro recommended and all agreed, that for this year, because the NYLA conference is in Rochester, Trustees will have registration costs reimbursed from the Director's Discretionary Fund and that the Board needs to discuss this item at another time to create a policy for the future.

Report Items

MCLS Liaison to RPL Board

Mr. Wolf had nothing to report.

Friends and Foundation of RPL (FFRPL)

Mr. Davis reported that last fiscal year has ended as of June 30, and the annual campaign raised \$239,042, approximately \$4000 above the goal. The split with the library this year is an increase of 10%. The Foundation has already received \$11,000 for the new fiscal year and the first annual giving letter has not yet been sent out. He then noted that the FFRPL has received a grant of \$15,290 from the Greater Rochester Health Foundation to make a Community Story Walk at Beechwood (at the Ryan Center and Sully Branch), similar to the Story Walk outside the Phillis Wheatley Library but much larger. Rochester Public Library and Friends and Foundation of Rochester Public Library are also partners in the just-announced \$70,000 Corridor of Play Project with Common Ground Health and funded by the Ralph C. Wilson Foundation. Mr. Davis additionally reported that the application submitted several months ago to Ralph C. Wilson Foundation for a three-year, \$250,000 STEM project involving *Safe to be Smart* and Second Avenue Learning, a local software company, was not won. Mr. Davis announced two gifts from FFRPL volunteers. A current volunteer anonymously gave a stock gift worth \$24,000. And a past volunteer, Paul Callaway, died a few months ago and FFRPL received a bequest of \$50,000. Per FFRPL Board policy, it will be added to the endowment for the permanent benefit of the Library. Lastly, Mr. Davis announced that the 63rd season of *Books Sandwiched In* will begin September 18. Trustees will be getting the brochure soon along with the Annual Campaign letter.

Rochester Regional Library Council

Dr. Knapp did not give Ms. Uttaro an update, however, she shared that RRLC is putting on a free, one-day conference on October 23, called RRLC Inclusive Libraries Conference. Several staff members from the Central Library will be presenting. Registration is now open and details can be found at www.RRLC.org.

Director's Report

Ms. Uttaro passed around a card from Gail Boldt who recently retired. And shared a thank you note from New York State Education Commissioner MaryEllen Elia who visited the Central Library on July 24.

Ms. Stockman inquired about the status of the state librarian. Ms. Uttaro shared that there is a search committee being formed to do an international search to fill the open position and all of the different library

groups in New York are lobbying to have someone on the search committee. The goal is have someone selected by the end of the year.

Next, Ms. D’Aurizio inquired about the report on the Education Commissioners visit and if there were examples of things of which the Commissioner was unaware. She seems to have a very high level understanding of libraries and is focused on schools instead. Examples of things she was not familiar with were digital media, the collaboration between social studies teachers and public libraries, and the programs involving literacy aides.

Dr. Guttmacher then brought up the model of libraries being placed with schools. Ms. Uttaro explained the process that resulted in the Thomas Ryan Community Center which includes a school, a recreation center, and a library. She also spoke about the unsuccessful bid to combine the public and school libraries at the School 12 campus on South Avenue.

The next question came from Ms. D’Aurizio asking about circulations statistics and the frustrations of balancing e-content and physical content. Ms. Uttaro reported that the first meeting of the MCLS Discussion Forum was productive with many issues being identified and some creative ideas being floated for consideration including cutting off some of the older format legacy content when it is only serving a small percentage of the whole borrowing public.

Ms. D’Aurizio asked for additional information on the MCLS Consultant’s Report, specifically the frustration between the Directors and the System. Ms. Uttaro explained that she is preparing an addendum and response to the report, which will be discussed with the member directors in the fall.

Lastly, Ms. Stockman commented on how impressed she was with the Whale Mobile that Jennifer Byrnes brought to the Central Library on June 23.

Town Libraries

Ms. Brinkman highlighted the partnership between the Fairport Library and an organization called Learning Links to provide English Language and citizenship classes beginning in mid-September. She also noted that both the Penfield Library and the Hamlin Library had successful programs focused on connecting patrons to local organizations and services. Ms. D’Aurizio added that she was very pleased with the dedication event at the Irondequoit Public Library dedicating the Teen Library to Stephanie Squicciarini who passed away earlier this year.

MCLS Services

Ms. Snow offered to respond to any questions on her written report (Documents Book). And commented that the Trustees should be prepared for construction grants at the next meeting.

Central Library Reports

Ms. Snow reported that it has been a very busy summer noting that her written report (Documents Book) goes from page 4 to page 24 and asked if there were any questions. She offered kudos to the maintenance department for their swift and thorough response to the broken fish tank in the Children’s area which leaked 120 gallons of water onto the floor over a weekend when the seal broke. Ms. Stockman noted that she especially liked the Storybook Project done by Outreach wherein incarcerated parents are able to record themselves reading a book to their child.

Other Business

Mr. Brandt offered his personal thanks and thanks on behalf of his fellow trustees to Mr. Wolf for serving the last year as the president of the Board. He also thanked Ms. Uttaro for including in her report an

article he recently had published in the Democrat and Chronicle regarding summer reading and the PBS initiative “The Great American Read.” Ms. Snow asked if anyone has been following the brackets that are on the Central Library Facebook page and invited the Trustees to do so.

Adjournment

The meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Patricia Uttaro, Secretary