Meeting of the Board of Trustees  
Rundel Memorial Building, Board Room  
March 18, 2019  
Minutes


Staff and Guests: County law liaison D. Crumb; Monroe county legislature liaison M. Terp; staff members B. Brinkman, B. Harrison, S. Snow, P. Uttaro, D. Mansour

Call to Order
Ms. D’Aurizio called the meeting to order at 12:15 pm, confirmed that a quorum was present, and welcomed trustees and guests.

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

Meeting Minutes
A MOTION WAS MADE BY Mr. Wolf AND SECONDED BY Mr. Corcoran to approve the minutes of the Joint Meeting on February 20, 2019, as presented (Documents Book). THE MOTION PASSED with Ms. D’Aurizio abstaining from the vote.

Claims
Ms. Harrison called attention to the financial claims included with the packet (Documents Book) and offered to answer any questions. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Wolf to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Breach Notification Policy
Ms. Harrison called attention to the Breach Notification Policy included in the Documents Book. She answered several questions and there was a discussion about member libraries holding the responsibility for defining policy on disciplinary actions against employees implicated in a data breach. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Ms. Shelly to approve the Breach Notification Policy as presented. THE MOTION PASSED UNANIMOUSLY.

MCLS Liaison to RPL Board
Mr. Wolf reported that at the February meeting the RPL Board approved the Central Library Budget, accepted a clean audit report for FY18, and approved the Community Library Budget.

Friends and Foundation of RPL (FFRPL)
Ms. Snow delivered the report on behalf of Mr. Davis. The FFRPL 2018-19 Annual Campaign has raised about $180,000 since July 1, on par with one year ago and has just sent its last letter of this fiscal year. It features the FFRPL’s support of library business services and resources, and it also included the Spring
Programs brochure, for cross-marketing and cost savings. Note that being ‘on par with last year’ is a success for the Annual Campaign, since the number of responses has been trending down for the last several years and new donors added have not made up the difference. Despite this, the total raised has remained fairly consistent, due to an increase in the average gift across the board. About one-third of the gifts come from ‘legacy’ donors who have given for more than 10 years.

An example of that devotion is that FFRPL recently received notice of a bequest upcoming from the estate of Nancy A. McLachlin, who passed away in January. Her prior giving history to FFRPL was about $10/year since 2006, a pattern often seen in people who have included the Library/FFRPL in their estate plans.

As of today, FFRPL kicked off a new 1-month grant plan to help fund an addition to the Central Library’s Terrace Revitalization Plan. FFRPL is eligible for a Gannett Foundation grant of $10,000, $25,000 or possible top prize of $100,000 by virtue of raising enough community support through a CrowdRise online campaign March 18 – April 12. This grant would go towards the $125,000 visitor engagement area and outdoor classroom. About $39,000 has already been raised towards this goal.

The site for the CrowdRise campaign is: www.crowdrise.com/rundel-terrace

In programming news, the annual HUGE Used Book Sale was last week. Tens of thousands of books are offered to the public, and many are bought.

Tuesday Topics finished off with a presentation from Local History’s Christine Ridarsky about the upcoming exhibition Stonewall: 50 Years Out, which has its opening reception in Harold Hacker Hall on First Friday, April 5, from 6:00-9:00 pm.

FFRPL’s spring 2019 Books Sandwiched In series launches March 26.

And a reminder: on behalf of the Central Library, FFRPL is partnering with Writers & Books to bring Rochester Reads 2019 author Omar El Akkad (American War) to Central Library for a reading and book-signing on Wednesday, March 27 – and we’ll be hosting a special Editors’ Circle Donor Brunch in the café space.

Rochester Regional Library Council (RRLC)
Mr. Wolf reminded all of the RRLC Annual Meeting on June 6, at Casa Larga.

Director’s Report
Ms. Uttaro shared with the group that RRLC had presented a program last week regarding harassment of library workers by the public. She believes this is a useful topic to explore. She thanks the RRLC for providing programs such as this. She then reviewed some highlights of her report (Documents Book). She also provided follow-up on the progress of the North Terrace renovations.

Town Libraries
Ms. Brinkman offered to answer any questions on her written report (Documents Book). Mr. Yust added that the Scottsville Free Library has a new Director, Elizabeth Andreae. Ms. D'Aurizio asked the staff to please share with town library directors how important it is for them to advocate for their library with their town supervisors.
**MCLS Services**
Ms. Snow reviewed highlights of her report (Documents Book) and answered several questions.

**Central Library Reports**
Ms. Snow reviewed highlights of her report (Documents Book) and offered to answer questions.

**Executive Session**
A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Corcoran to move into Executive Session. THE MOTION PASSED UNANIMOUSLY and all non-voting persons left the board room.

Discussion was had during Executive Session.

A MOTION WAS MADE BY Mr. Brandt AND SECONDED BY Mr. Wolf to move out of Executive Session and resume the regular meeting. THE MOTION PASSED UNANIMOUSLY.

**Other Business**
President D’Aurizio appointed an ad hoc committee to examine relations with the County. Mr. Brandt and Mr. Corcoran agreed to serve with Ms. D’Aurizio and Ms. Uttaro. The purpose of the committee is to examine lines of communication between MCLS and the County, identify specific deficiencies, and craft a letter to the County Executive regarding the same.

Mr. Yust introduced the topic of ceasing the mailing of the paper board packets in preference of receiving them via e-mail and having paper copies available at the Board Meeting in an effort to save effort and money. Due to several trustees being absent, members agreed to add this to the agenda as a discussion item for consideration at the next regular meeting.

**Adjournment**
A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Corcoran to adjourn the regular meeting. THE MOTION PASSED UNANIMOUSLY and the meeting was adjourned at 1:37 pm

Respectfully submitted,
Patricia Uttaro, Secretary