



**Monroe County Library System & Rochester Public Library
Joint Meeting of the Boards of Trustees
Kusler-Cox Auditorium
February 19, 2020
Minutes**

- MCLS Trustees Present:** G. Brandt, C. Corcoran, R. DeGuzman, L. Giess, P. Knapp, J. Lovenheim, A. Moffitt, M. Shelly, S. Stockman, M. Thompson, W. Yust (quorum present)
- MCLS Trustees Excused:** none
- RPL Trustees Present:** D. Benjamin, G. Brandt, A. Drury, G. Gardner, R. Hamilton, D. Karin, J. Lovenheim, (quorum present)
- RPL Trustees Excused:** K. Baynes, C. Conklin, W. Martinez, S. Salluzzo
- Staff and Guests:** City law department liaison J. Brennan, Esq.; City Council liaison, M. Gruber; FFRPL liaisons R. Fuss and S. Lusignan; staff members T. Reeves, A. Suro, A. Traub, P. Uttaro, D. Mansour

Call to Order

Ms. Benjamin and Ms. Shelly called the meeting to order at 9:03 a.m., confirmed that a quorum was present for each board, and welcomed trustees and guests.

Public Comments

There were no members of the public who wished to address either board.

Joint Action Item

Proposed FY21 Central Library Budget

Ms. Uttaro asked everyone to refer to the budget documents on page 47 of their materials packet. She reviewed the written document provided by Ms. Harrison and answered questions.

Ms. DeGuzman and Mr. Corcoran arrived at 9:10 a.m.

In response to a question, Ms. Uttaro confirmed that this budget has not yet been sent to the County and therefore we do not know if the requested increase of 1.5% will be approved.

For the MCLS Board, A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Yust to approve the Proposed FY21 Central Library Budget as presented THE MOTION PASSED UNANIMOUSLY.

For the RPL Board, A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Lovenheim to approve the Proposed FY21 Central Library Budget as presented and approved by the joint finance committee. THE MOTION PASSED UNANIMOUSLY.

New MCLS Trustees

Ms. Shelly welcomed Lois Giess and Rachel DeGuzman to their first meeting as new MCLS trustees. She asked them to be prepared to introduce themselves at the March meeting.

MCLS Action Items

Minutes of January MCLS Meeting

A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Dr. Knapp to approve the minutes of the January 27, 2020, meeting as presented. THE MOTION PASSED with Ms. Giess and Mr. Yust abstaining.

Financial Claims

Ms. Uttaro offered to answer any questions on the MCLS financial claims. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Dr. Knapp to approve the financial claims as presented. THE MOTION PASSED UNANIMOUSLY.

RPL Action Items

Minutes of January RPL Meeting

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin to approve the minutes of the January 29, 2020, meeting as presented. THE MOTION PASSED with Ms. Drury abstaining.

Personnel Changes

Ms. Suro reviewed highlights of the personnel changes and offered to answer any questions. Ms. Suro noted that we have had two employees pass away recently. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Mr. Hamilton to approve the personnel changes as presented. Ms. Uttaro added that the RPL family has lost four staff members in the past year and there will be a remembrance service on March 4. Trustees are invited to attend. Mr. Brandt added that he is very happy to see that Alicia Gunther in the MCLS office has received a promotion. He praised her good work and Mr. Traub echoed his praise. THE MOTION PASSED UNANIMOUSLY

Financial Reports

Ms. Uttaro offered to answer any questions. There were none. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY

Proposed FY21 Community Library Budget

Ms. Uttaro reviewed the highlights of the proposed FY21 Community Library Budget and offered to answer any questions. Of note is the proposed use of \$210,000 from the RPL fund balance to reduce the impact of the budget cuts from the City of Rochester.

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Brandt to approve the Proposed FY21 Community Library Budget as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement Extension

Ms. Uttaro reviewed the extension of the Professional Services Agreement with The Strong. She answered several questions. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Hamilton to approve a Professional Services Agreement extension with The Strong for the same terms, conditions, and charges as the current December 2014 agreement. THE MOTION PASSED UNANIMOUSLY.

By-laws Amendment

Mr. Karin asked everyone to refer the item on page 19. He then proposed that the motion be amended as follows: to make amendments to the Trustee bylaws as listed, and that by adopting these amendments the Board confirms that the election of Officers in November 2019 was valid and consistent with the intent of the bylaws. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Mr. Hamilton to approve the amended motion for changes to the by-laws. THE MOTION PASSED UNANIMOUSLY.

Discussion Items

There were no discussion items for either board.

Reports

Friends & Foundation of RPL

Ms. Lusignan and Ms. Fuss reported on behalf of Mr. Davis. They reviewed the highlights of the written report and offered to answer any questions. In regards to the Washington DC trip that will be happening with youth from the Safe To Be Smart Program, Dr. Reeves pointed out that having time in the itinerary for the kids to discuss with the adults and process what they are seeing at places like the Holocaust Museum is an important part of the learning process.

Liaison to the MCLS Board

Mr. Lovenheim updated all that the MCLS Board approved two new trustees, Rachel DeGuzman and Lois Giess, and elected a new president, Marjorie Shelly.

Liaison to RPL Board

Mr. Brandt reported that at the last RPL Board meeting the following items were approved: the RPL FY2019 audit, the agreement with Foodlink, acceptance of a grant for *Arts in the Loop* from the Eastman School of Music, and the MCLS-RPL Services Agreement.

Rochester Regional Library Council

Dr. Knapp reported that the Rochester Regional Library Council approved a resolution to recognize recently retired trustee, George Wolf for his years of service to libraries. He also reported that RRLC has now signed a lease to move to the Winton Road Plaza and expects to move in May or June 2020.

Director's Report

Ms. Uttaro reported that after discussing with Laura Osterhout, Executive Director of Rochester Regional Library Council (RRLC), it was determined that a replacement for Mr. Wolf as a liaison from the RPL Board to the RRLC Board is not necessary. She advised the either Mr. Lovenheim or she will bring updates from Dr. Knapp to the RPL Board. Next, she invited everyone to attend a County

Legislation/Administration Orientation and Breakfast being held in the Kate Gleason Auditorium on Wednesday, March 18. Invitations will be mailed to all trustees.

Ms. Uttaro then provided an update on the Racial Equity and Justice Initiative (REJI) that MCLS is working on with St. Joseph's Neighborhood Center. She reported that she is leading a group of ten staff members from the MCLS who are examining fine elimination to remove barriers and improve racial equity and justice in the MCLS. The group is working on updating the research that went into the decision for the RPL to eliminate fines on children's materials with the goal of providing the town libraries with the relevant research needed to eliminate fines.

Next, there was a discussion regarding the library's recruiting and career development efforts, the intersection of those efforts with racial equity and justice, and the challenges presented by the civil service processes.

Town Libraries/MCLS Services

Mr. Traub provided an update on the legislative library advocacy efforts. He then gave a status update regarding a previous request to share the patron spotlight from last month. The patron has agreed to allow us to share his story via social media. Mr. Traub then offered to answer any questions on his written report.

Central Library

Ms. Uttaro offered to answer any questions on the Central Library report.

Branch Libraries

Dr. Reeves directed everyone's attention to her written report and offered to answer any questions. She shared that Monroe Community College is willing to pilot a program with the RPL for the youth who are gaining skills in the imagineYOU lab. The program will be in Music Production.

Other Business

none

Adjournment

For the RPL Board, A MOTION WAS MADE BY Mr. Hamilton and SECONDED BY Mr. Lovenheim to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY.

For the MCLS Board, A MOTION WAS MADE BY Mr. Wolf and SECONDED BY Ms. Thompson to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 10:36 a.m.

*Patricia Uttaro, Secretary
MCLS Board of Trustees*

*Dan Karin, Secretary
RPL Board of Trustees*