



**Meeting of the Board of Trustees
Henrietta Public Library
November 18, 2019
Minutes**

Trustees Present: C. Corcoran, M. D’Aurizio, P. Knapp, J. Lovenheim, A. Moffitt, M. Shelly, S. Stockman, M. Thompson, W. Yust (quorum present)

Trustees Excused: G. Brandt, G. Wolf

Staff and Guests: County law liaison D. Crumb; FFRPL liaison N. Davis; staff members B. Brinkman, B. Harrison, A. Pettinelli, A. Traub, P. Uttaro, D. Mansour

Call to Order

Ms. D’Aurizio called the meeting to order at 12:20 pm, confirmed that a quorum was present, and welcomed trustees and guests. She recognized Adrienne Pettinelli, Director of the Henrietta Public Library and thanked her for hosting the meeting. Ms. Pettinelli welcomed everyone to the new library and shared some of the attributes and innovations used in the new building. She offered to take any interested persons on a tour of the new building after the meeting.

Meeting Minutes

A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Dr. Knapp to approve the minutes of the meeting on October 28, 2019, as presented (Documents Book). THE MOTION PASSED UNANIMOUSLY.

Mr. Corcoran arrived at 12:23 pm.

Claims

Ms. Harrison called attention to the financial claims included with the packet (Documents Book), reviewed highlights, and answered questions. A MOTION WAS MADE BY Ms. Stockman AND SECONDED BY Mr. Yust to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

MCLS Plan of Service vs. Strategic Plan

Ms. Uttaro explained that the MCLS member library directors will meet in January to discuss the revision of the Document of Understanding between members and the system and to discuss a revision to the system Plan of Service and Strategic Plan. Prior to 2012, the system operated under a Plan of Service as required by the New York State Education Department, with a separate Strategic Plan developed by the MCLS Board of Trustees. The two plans were blended into a single Plan of Service that guided system work from 2012-2016, and in the current plan, which covers 2016-2021. Ms. Uttaro asked trustees to give their opinions on continuing with a blended Plan of Service and Strategic Plan or separating the two components into individual documents. In response to a question, she clarified that prior to blending the documents back in 2012, the Strategic Plan served to govern the activities of the MCLS Board of Trustees. Dr. Knapp, Ms. D’Aurizio, and Ms. Shelly weighed in and expressed interest in keeping the documents combined but increasing the specificity of direction for the MCLS Board and increasing the feedback and accountability reporting in regards to adherence to the plan.

Rochester Public Library Board of Trustees (RPL)

Mr. Wolf was absent, and no report was given on the October RPL meeting.

Rochester Regional Library Council (RRLC)

Dr. Knapp reported that the RRLC Board is continuing the search for new office space. Also, at their last meeting it was announced that Sally Collins is retiring from RRLC at the end of 2019 after 27 years of service.

Friends and Foundation of RPL (FFRPL)

Mr. Davis offered to answer any questions on his written report (Documents Book). He advised Trustees that December 3, is the annual ROC the Day, a 24-hour online event that gives people in our community an opportunity to support not-for-profit organizations in the nine-county Greater Rochester area. This year, the money raised by FFRPL during ROC the Day will go towards a field trip to Washington D.C. for 20 kids from the Safe to Be Smart program.

Director's Report

Ms. Uttaro offered to answer questions on her written report (Documents Book). She reminded everyone to sign up for the Trustee Symposium being held on November 23, at the Henrietta Public Library. She answered several questions. Ms. Harrison provided an explanation of The Commissary facility in the Sibley Square building. Mr. Lovenheim asked for any information about our relationship with the new County Executive-Elect, Adam Bello. Ms. Uttaro responded that she has already reached out to Mr. Bello's transition team seeking a meeting. Ms. Uttaro, Ms. Harrison, and Mr. Traub are developing a briefing package on the library system for Mr. Bello and his team. She added that Lois Giess, who has an established relationship with Mr. Bello, has expressed interest in joining the MCLS Board of Trustees.

MCLS Services/Central Library Reports

Mr. Traub offered to answer any questions on his written report (Documents Book) and shared highlights. He provided an update on the boycott of Macmillan Publishers. Mr. Corcoran suggested that the Macmillan e-book embargo and subsequent boycotts by libraries should be a topic for the advocacy visits with legislators in the spring.

Ms. D'Aurizio passed around a small item from the November 2019 Women's Day magazine regarding libraries as resources for career advice.

Town Libraries

Ms. Brinkman offered to answer any questions on her written report (Documents Book).

Other Business

Ms. D'Aurizio asked Ms. Harrison about the letter to Mr. Bob Franklin at the County regarding our Fund Balance review. Ms. Harrison confirmed the letter was sent and she has created a tickler for 3 years out to review the policy again.

Executive Session

At 1:10 pm A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Ms. Thompson to move into executive session with Mr. Crumb, Ms. Uttaro, and Mr. Traub staying with the trustees. THE MOTION PASSED UNANIMOUSLY.

At 1:54 pm A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. D'Aurizio to move back into regular session. THE MOTION PASSED UNANIMOUSLY.

Ms. D'Aurizio announced that she is resigning from the MCLS Board effective immediately.

Adjournment

The meeting was adjourned by consensus at 1:56 pm

Patricia Uttaro, Secretary