



**Meeting of the Board of Trustees
Rundel Memorial Building, Board Room
January 27, 2020
Minutes**

Trustees Present: G. Brandt, C. Corcoran, J. Lovenheim, A. Moffitt, M. Shelly, S. Stockman, M. Thompson, (quorum present)

Trustees Excused: P. Knapp, W. Yust

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

Call to Order

Ms. Uttaro called the meeting to order at 12:16 pm, confirmed that a quorum was present, and welcomed trustees and guests.

Election of President

A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Ms. Stockman to elect Ms. Shelly as President for the remainder of Ms. D’Aurizio’s term, i.e. through June 30, 2020, as recommended by the Nominating Committee. THE MOTION PASSED UNANIMOUSLY. Ms. Shelly thanked the other trustees for their vote of confidence and then chaired the remainder of the meeting.

Nominations for Vacant Positions

A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Lovenheim to appoint Lois Giess as a trustee on the MCLS Board to fulfil the remaining term of George Wolf, i.e. through June 30, 2021, as recommended by the Nominating Committee. THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Brandt to appoint Rachel DeGuzman as a trustee on the MCLS Board to fulfil the remaining term of Mary Joyce. D’Aurizio, i.e. through June 30, 2020, as recommended by the Nominating Committee. THE MOTION PASSED UNANIMOUSLY.

Meeting Minutes

A MOTION WAS MADE BY Ms. Stockman AND SECONDED BY Ms. Thompson to approve the minutes of the meeting on November 18, 2019, as presented. THE MOTION PASSED UNANIMOUSLY.

Claims

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

Professional Services Agreement with CampbellNet Solutions

Ms. Harrison reviewed the agreement noting that it is substantially identical to past agreements with CampbellNet. A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Mr. Lovenheim to approve the Professional Services Agreement with CampbellNet Solutions for an amount not to exceed \$5000. THE MOTION PASSED UNANIMOUSLY.

Approval of MCLS-RPL Services Agreement

Ms. Uttaro drew everyone's attention to the copy of the MCLS-RPL Services Agreement included in their packet. She explained that the recommendation is to approve the agreement for a one-year term rather than the typical three-year term. The rationale is that the Document of Understanding between the MCLS system and the member libraries has an expiration of December 31, 2020 and will be reviewed and likely revised this year. Changes in the Document of Understanding may necessitate corresponding language in the Services Agreement. Mr. Brandt recommended an Appendix be added to the Services Agreement with the text of Section 273(h) of the State Education Law. Ms. Uttaro agreed that can be done. A MOTION WAS MADE BY Mr. Brandt AND SECONDED BY Mr. Corcoran to approve the MCLS-RPL Services Agreement with the recommended appendix added, for the period January 1, 2020 to December 31, 2020. THE MOTION PASSED UNANIMOUSLY.

Change Date of March Board Meeting

Ms. Uttaro requested that the date of the March Meeting be moved from March 23 to March 16 to accommodate e-rate filing which has a March 24 deadline. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Ms. Moffitt to move the March MCLS Board meeting from March 23 to March 16. THE MOTION PASSED UNANIMOUSLY.

Rochester Public Library Board of Trustees (RPL)

Ms. Shelly appointed Gary Brandt as the new liaison to the Rochester Public Library Board replacing retired trustee, George Wolf.

Rochester Regional Library Council (RRLC)

Ms. Uttaro offered the RRLC update on behalf of Dr. Knapp. RRLC is participating in the MCLS advocacy efforts this year. Ms. Uttaro and Mr. Traub are working with Laura Osterhout, RRLC's Executive Director and may hold a joint press conference sometime in March regarding library legislative aid. RRLC has also asked FFRPL to review how Harold Hacker Grants are managed. Currently, FFRPL serves as the fiscal agent for the funds and RRLC manages the administration and awarding of the funds. In response to a question, Ms. Uttaro shared that a new location for RRLC offices has not been found.

Friends and Foundation of RPL (FFRPL)

Mr. Davis offered to answer any questions on his written report. He reported that he has been elected to a second three-year term on the Board of Trustees of United for Libraries, a division of the American Library Association.

Director's Report

Ms. Uttaro offered to answer questions on her written report. Ms. Stockman praised Mr. Traub's performance at the advocacy meeting with Assemblyman Mark Johns and asked for his feedback on other advocacy meetings. Mr. Traub reported that meetings are going well and reception from the legislators has been positive. A discussion was had regarding upcoming candidates for various legislative seats in Monroe County for the NY State Senate and Assembly.

Mr. Corcoran asked for more information about the formulas used by NY State to calculate Library Aid. Mr. Traub and Ms. Uttaro explained that the formula is mandated in NY State Education law and is tied to population data from the most recent U.S. Census. The libraries in NY State have not had full funding based on the mandated formula in decades. Ms. Uttaro will send out information about the formulas.

Ms. Uttaro invited trustees to attend the annual Member Libraries Directors' Retreat on February 5, 2020, from 9:00 - Noon. The review and revisions to the Document of Understanding will be kicked off at the meeting. In addition, Stephanie Adams, Esq. will be making a presentation regarding the structure of the different governing and advisory entities of MCLS and may be making recommendations for changes.

Ms. Uttaro specifically asked that MCLS trustees with experience on member library boards be present at the retreat.

Mr. Lovenheim asked for an update on the auto-renewal issue. Ms. Uttaro reported that the MCLS Directors' Council held another vote and it was voted down. Several member library directors are asking that research continue on the topic and several see no need to revisit auto-renewal given that it was voted down.

Ms. Uttaro then invited everyone to attend a meeting at Central Library with new County Executive Adam Bello on February 12, 10:00 – 11:30.

Finally, Ms. Uttaro reported on plans to acknowledge retired trustee George Wolf.

Town Libraries

Mr. Traub offered to answer questions on his written report. In response to a question, Mr. Traub shared that Anna Souannavong is the Interim Director of the Gates Public Library.

Trustees remarked on the success of the Noon Year's Eve parties at various member libraries.

MCLS Services/Central Library Reports

Mr. Traub offered to answer questions on his written report. Ms. Shelly asked about his new role as the ALA/NYLA Key Congressional Contact for New York's 25th district and congratulated him on being selected.

Ms. Stockman asked if we can forward our Patron Spotlights to local papers and/or push them via social media. Ms. Uttaro will follow-up.

Ms. Moffitt shared her appreciation for the list of the Top 5 Borrowed Fiction and Top 5 Borrowed Nonfiction titles.

Next, Mr. Traub attributed the increase in circulation for Central Library to enhanced collection analysis informing purchasing decisions and weeding of the current collection. He acknowledged Jen Lenio's work in spearheading these efforts.

Other Business

Mr. Lovenheim asked who is currently on the Board Finance Committee. Ms. Uttaro answered that it is Ms. Stockman, Dr. Knapp, and Ms. Shelly.

Mr. Brandt recommended that we ask the new trustees to be prepared with brief statements of introduction at the next meeting.

Adjournment

A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Ms. Thompson to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 1:21 pm

Respectfully submitted,
Patricia Uttaro, Secretary