



**Meeting of the Board of Trustees
Virtual Meeting via Zoom
May 18, 2020
Minutes**

This meeting was held under the NYS Governor's Executive Order No. 202.1: Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency

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)

Trustees Excused: None

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. Shelly called the meeting to order at 12:01 pm and confirmed that a quorum was present.

Agenda

Ms. Shelly informed everyone that item number three (Proposed 2021 MCLS Budget) on the Agenda will be postponed until next month because the Board did not receive all the documents for pre-reading due to a clerical error.

Meeting Minutes

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Yust to approve the minutes of the meeting on April 20, 2020. THE MOTION PASSED WITH Ms. DeGuzman ABSTAINING.

Claims

Ms. Harrison answered a clarifying question on one of the claims. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Corcoran to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Update to 2020-21 Central Library Budget

Ms. Harrison gave a detailed report including how the Central Library budget is impacted by the City of Rochester budget process and the Monroe County budget process. She answered several questions. A MOTION WAS MADE BY Mr. Yust AND SECONDED BY Ms. Thompson to approve the amended 2020-21 Central Library Budget as presented. THE MOTION PASSED WITH Mr. Lovenheim VOTING AGAINST.

Central Library Development Aid FY21

A MOTION WAS MADE BY Ms. Giess AND SECONDED BY Ms. DeGuzman to approve the NYSED Central Library Development Aid for the 2020-21 budget cycle as presented. THE MOTION PASSED WITH Mr. Lovenheim VOTING AGAINST.

Access Agreement, Monroe County

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Yust to approve the rental agreement with Monroe County for data center utilization as described. THE MOTION PASSED UNANIMOUSLY.

Rochester Regional Library Council (RRLC) Liaison

Dr. Knapp reported that at the RRLC's last board meeting they reviewed a budget proposal that includes a 20% reduction. They also received a payroll protection plan loan, approved an update to their employee handbook, approved a new member application for the Rochester and Genesee Valley Railroad Museum, and approved updates to their by-laws. In addition, their by-laws changes will allow online voting for an open trustee position. Lastly, their move to new offices has been completed.

Rochester Public Library (RPL) Board Liaison

Mr. Brandt reported that the RPL Board discussed furloughs of staff, the Governor's phased plan for reopening businesses and RPL's approach to opening, and the steps that will be taken to protect the health of employees and patrons.

Friends and Foundation of the Rochester Public Library (FFRPL) Liaison

Mr. Davis reported that \$11,500 was raised through the Giving Tuesday Now campaign in support of continuing the Mi-Fi service. He also reported that the annual campaign is very near its original goal of \$240,000.

Director's Report

Ms. Uttaro gave a detailed and thorough explanation of the process by which RPL employees were chosen for furlough or reduced hours. She stressed that the library does not have any layoffs which is not the case in other City departments. She discussed the plans for the phased reopening of the library buildings and the frustration with a lack of solid guidance from the governor's office regarding libraries, specifically which phase libraries fall in. She also called out the excellent work by Nanci Nugent in the Arts & Literature Division at the Central Library with help from Associate Director Adam Traub and Mary Royce from LAS in organizing a virtual Arts Fair to support local artists who would normally be able to sell their works at Monroe County's many summer festivals. In response to a question, she reported that the research being done to determine how long the COVID virus stays viable on library materials is not expected to publish initial results until the end of August.

MCLS Office & Central Library

Mr. Traub offered to answer any questions about his written report. He shared that there were two recent news stories about library services. He then discussed the extension of materials due dates and explained the system will consider an additional extension as we get closer to the current due date of June 29, 2020. In response to a question, he explained that some libraries have laid off staff.

Ms. Uttaro then mentioned the positive feedback she has received from Rochester Institute of Technology regarding Kate Medaugh's work there and the excellent work of Jennifer Byrnes and the Business Insight Center staff in assisting local businesses. She also highlighted that some staff are finding patrons prefer the virtual meetings for things like book clubs and it's likely the in-person meetings may not resume in favor of the virtual meetings.

In response to a question, Ms. Uttaro reported that Foodlink is still interested in using the café space in the Bausch & Lomb Library Building, but the renovations are temporarily halted due to Foodlink running nearly 30 emergency food distribution sites throughout the region. In the meantime, the CASH staff may use the café space to facilitate their tax filing services for this year, but that is not finalized at this time.

Mr. Traub then reported that the new chat service on the MCLS website is deemed a success. He also reported that the Hoopla Engage service has been successful in converting non-cardholders into cardholders.

Other Business

Mr. Brandt shared news that Mr. William (Bill) Pierce passed away. Bill was born in Oklahoma and a member of the Potawatomi Nation. A WWII Navy Veteran and graduate of Syracuse University, he was President of WXXI in Rochester from 1969-95. Bill was a pillar of the Rochester media community.

Adjournment

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Corcoran to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 12:56 p.m.

Respectfully submitted,
Patricia Uttaro, Secretary