



**Meeting of the Board of Trustees
November 15, 2021
Minutes**

Trustees Present: C. Corcoran, L. Giess, E. Hessney Lynch, P. Knapp, A. Moffitt, M. Shelly, M. Smith, E. Stephens, S. Stockman (quorum present)

Trustees Excused: G. Brandt, J. Lovenheim

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

Call to Order

Ms. Stockman called the meeting to order at 12:02 p.m. and confirmed that a quorum was present.

Public Comments

None

Mr. Stephens joined the meeting at 12:03 p.m.

Meeting Minutes

A MOTION WAS MADE BY Ms. Geiss AND SECONDED BY Dr. Knapp to approve the minutes of the October 18, 2021 meeting as presented. THE MOTION PASSED with Ms. Shelly ABSTAINING.

Claims

Ms. Harrison reviewed the claims and offered to answer questions.

Rev. Smith joined the meeting at 12:05 p.m.

A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Ms. Shelly to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

TLC-CARL Agreement, Migration Services

Mr. Traub reviewed the item. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Giess to approve an agreement with The Library Corporation for a 3-year renewal for the MCLS ILS. THE MOTION PASSED UNANIMOUSLY.

MCLS Document of Understanding

Mr. Traub highlighted the changes made from the previous agreement. A MOTION WAS MADE BY Ms. Giess AND SECONDED BY Mr. Corcoran to approve the 2022-2024 MCLS Document of Understanding. THE MOTION PASSED UNANIMOUSLY.

2022 Board Meeting Dates

A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Ms. Shelly to approve the 2022 MCLS Board meeting dates. THE MOTION PASSED UNANIMOUSLY.

President's Report

Ms. Stockman encouraged everyone to attend the Trustee Handbook Book Club virtual trainings. She shared that in the last session, she appreciated the idea of implementing a board self-evaluation and asked trustees to consider this. Trustees discussed the merits of individual evaluations and comprehensive board evaluations. Ms. Stockman will follow up with the Executive Committee to develop evaluations for consideration in 2022. Lastly, she thanked Ms. Uttaro for providing the list of RPL and MCLS staff.

Rochester Public Library (RPL) Board Liaison

Ms. Stockman asked if there were any questions on Mr. Brandt's written report. In response to a question, Ms. Uttaro explained the Central Library is open 55 hours per week and Community libraries are open between 36 and 40 hours per week.

Rochester Regional Library Council (RRLC) Liaison

Dr. Knapp reported the RRLC Board has not met since his last report, but he did share some things from RRLC Director, Laura Osterhout in his written report. He offered to answer any questions. In response to a question, Mr. Traub explained that Access Passes allow patrons to access libraries they would not normally be able to, like academic libraries at local colleges and universities.

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

Ms. Borgus reviewed the highlights of the FFRPL written report and offered to answer any questions. She reminded trustees they are welcome to attend an upcoming talk being given by Ms. Uttaro at the St. John's Community.

Director's Report

Ms. Uttaro offered to answer any questions about the written report. She shared the Wildly Important Goal (WIG) that is part of the MCLS Plan of Service. The goal is, in part, to improve the relationship between the MCLS and member library staff. The survey clearly showed that staff feel disconnected from the system and from other member library staff. Two things planned to further this goal are the creation of a committee to implement ways for people to get to know each other throughout the system and making sure everyone in the system has a libraryweb.org email account. She reported she has been sending her Director's Report out to the MCLS staff mailing list and has received positive feedback. She would like trustees to consider ways to improve the Board Report and will be asking for their ideas in January and February.

Next, she announced two important retirements. Terri Bennet is retiring from Webster after 35 years of library service and Bunny Brinkman is retiring from Penfield after 52 years of service.

Ms. Uttaro reminded trustees of the Playwalk installed along Court Street that opened in fall 2019. Unfortunately, it has been neglected and the little free libraries need to be repainted or replaced. The library volunteered to take care of them, and they will be brought in for the winter. Mr. Stephens asked if anyone from his organization, Common Ground Health has been invited to the discussing with the City Recreation Department on the upkeep of the Playwalk. Ms. Uttaro didn't know, and Mr. Stephens will follow up with his staff.

Lastly, she reported that she will meet with Ms. Borgus and Ms. Osterhout to discuss the administration of the Harold Hacker grant. Currently, RRLC administers the grant process and FFRPL holds and distributes the funds. Ms. Osterhout is looking for a little more balance in administration duties between RRLC and FFRPL.

MCLS Office

Mr. Traub reviewed some of the improvements expected from TLC, including the introduction of IBM Cognos Analytics as an optional add-on. Ms. Harrison added that the MCLS has typically paid for things like this add-on with funds from its automation trust fund. The precedent has been to use the trust fund for larger implementation costs and then transition to standard budgeting for the lower maintenance costs.

Next, he reported that some member libraries are recruiting for board members.

He mentioned the Amerks hockey team is partnering with MCLS to encourage reading and the program is virtual this year which allows all member libraries to participate.

Lastly, he reported the State Department of Corrections will be closing the Rochester Correctional Facility. This is the last state-run facility in Monroe County. This will likely have an impact on state aid and is unfortunate for remaining inmates who will no longer be in Rochester since our Outreach staff had just made significant inroads with regards to access to this population.

Central Library

Mr. Traub encouraged everyone to read the item in the Director's Report about the staff in Circulation dressing up like superheroes on a recent Friday. Both staff and patrons loved the silliness.

Adjournment

A MOTION WAS MADE BY Rev. Smith AND SECONDED BY Ms. Shelly to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 12:54 p.m.

*Respectfully submitted,
Patricia Uttaro, Secretary*