



**Meeting of the Board of Trustees  
March 21, 2022  
Minutes**

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

**Trustees Excused:** L. Giess, J. Lovenheim

**Staff and Guests:** County Administration liaison, B. Scanlon; County law liaison D. Crumb; FFRPL liaison D. Borgus; staff members B. Harrison, D. Mansour, J. Smathers. P. Uttaro

**Call to Order**

Ms. Stockman called the meeting to order at 12:01 p.m. and confirmed that a quorum was present.

**Public Comments**

None

**Meeting Minutes**

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Moffitt to approve the minutes of the February 22, 2022 meeting as presented. THE MOTION PASSED UNANIMOUSLY.

**Claims**

Ms. Harrison reviewed the claims and answered one question. A MOTION WAS MADE BY Ms. Shelly AND SECONDED BY Dr. Knapp to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Ms. Uttaro introduced Jennifer Smathers as the new Associate Director of MCLS.

**President's Report**

Ms. Stockman reminded trustees about the MCLS trustee training tonight.

Next, she relayed her experiences visiting two of the city branches and encouraged other trustees to visit and talk with the staff. Ms. Moffitt added that trustees should read fellow trustee Emily Hessney Lynch's blog where she talks about visiting all 31 libraries in Monroe county. (<https://www.servemethesky.com/blog/visited-31-libraries-mcls>)

**Statistics Discussion**

Ms. Mansour explained that she has revamped programming data collection in response to changes from New York State on the Library Annual Report. Since changes were being made, she also reworked the presentation of the Central Library Statistics to the trustees in the Board Packet. Several suggestions came out of the discussion including showing trustees the correlation between numbers and operational changes and showing trends rather than static data. Some trustees also expressed more interest in the narrative report rather than the statistical report.

**Rochester Regional Library Council (RRLC) Liaison**

Dr. Knapp reported the most recent meeting was on March 17. The RRLC board approved the Humane Society of Rochester as a new member, they received approval on their first ARPA payment, and they approved several personnel changes. The RRLC Annual Meeting will be held on May 12, via Zoom and the next Board Meeting will be on May 19.

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

Ms. Borgus shared that the Harold Hacker Grant application process will start on April 1. Checks from the Tummonds Fund have been distributed to 62 libraries. As of February 28, \$215,507 has been raised for the annual campaign. The Books Sandwiched In events will run from March 29 through May 10. The Sokol High School Literary Awards ceremony will be held on April 28 at 4:00 p.m. Lastly, she asked trustees to mark their calendars for a board reception for all four library boards on Wednesday, June 15.

**Executive Committee**

Ms. Stockman reported no updates.

**Nominating Committee**

Ms. Shelly reported no updates.

**Finance Committee**

Mr. Corcoran reported no updates.

**Personnel Committee**

Ms. Moffitt reported no updates.

**Advocacy and Public Relations**

Ms. Hessney Lynch reported no updates.

**Strategic Planning Committee**

Ms. Stockman reported no updates.

Mr. Stephens left the meeting at 12:37 p.m.

**Director's Report**

Ms. Uttaro offered to answer questions about the written report. She asked everyone to refer to the section on advocacy efforts and noted that both the NY senate and assembly included increases in library aid in their budget proposals. She shared that the City of Rochester and Monroe County lobbyists have been asked to include library support in their efforts.

She then reported that the next few weeks will be devoted to onboarding Ms. Smathers, getting her familiar with the Strategic Plan, and getting the annual Directors' meeting scheduled.

A press conference will be scheduled for Monday, April 4, to kick off National Library Week and Airigami has been hired to construct a giant dragon-themed balloon sculpture in Hacker Hall. Most divisions at the Central Library will have programming to go along with the dragon theme. Tuesday, April 5, is Library Workers Appreciation Day and staff will get pizza or sandwich trays or ice cream depending on their location. Trustees are invited to join the staff at Central for ice cream between 12:30 and 1:30. County Legislature President

Sabrina LaMar will be coming around 1:00 that day and after ice cream will go on a tour of the Library with Ms. Uttaro.

Rev. Smith left the meeting at 12:41 p.m.

**MCLS Office**

Ms. Samthers offered to answer questions about the written report. She encouraged everyone to follow the member libraries on their social media accounts.

**Central Library**

Ms. Uttaro offered to answer questions about the written report. She reported the library traffic and circulation continue to rise. The Technology Center is fully staffed and patrons are happy to be participating in programming there.

The Business Division has been experimenting with not staffing the information desk, but rather having patrons ring for service or make appointments. The results of this are patrons thinking they cannot get help on the fourth floor. Therefore, they will be going back to having a fully staffed information desk. The Local History Division is now making a similar request to either be closed on Monday and Wednesday evenings or to do appointments only. The issue there is safety when the library is open in the evenings and a single staff person is alone in that division since it is fairly isolated. The RPL Board will be considering this request.

**Other Business**

Mr. Brandt asked Mr. Scanlon if he could host a future MCLS Board meeting at the Monroe County offices. Mr. Scanlon will look into this.

Mr. Brandt then asked about having poet Cornelius Eady come to Rochester to meet with students and/or library patrons. Ms. Uttaro responded that the Rochester Public Library may pursue bullet aid funding for this.

Ms. Stockman reminded trustees to participate in the Trustee Book Club.

Lastly, Ms. Stockman reported that the next meeting needs to be in person.

**Adjournment**

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Shelly to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 12:58 p.m.

*Patricia Uttaro, Secretary*