



**Meeting of the Board of Trustees  
June 20, 2022  
Minutes**

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

**Trustees Excused:** M. Smith, E. Stephens

**Staff and Guests:** Administration liaison, B. Scanlon; 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

**Moment of Silence**

Ms. Stockman asked for a moment of silence to recognize the passing of long-time RPL trustee, Liaison to the MCLS Board, and library advocate, John Lovenheim.

**Meeting Minutes**

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Shelly to approve the minutes of the May 16, 2022 meeting as presented. THE MOTION PASSED UNANIMOUSLY.

**Claims**

Ms. Harrison reviewed the claims and offered to answer questions. A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Ms. Moffitt to approve the claims as presented. Mr. Brandt asked about the utilization of the VIP passes and was told they are in high demand. THE MOTION PASSED UNANIMOUSLY.

**Trustee Appointments**

Ms. Uttaro explained that the County Legislature added a late action item to their last meeting and voted to re-appoint Ms. Moffitt and appoint Kimberly Brown to the MCLS Board. There was no mention of Dr. Knapp's reappointment. It is unknown if Ms. Brown replaces the resigned trustee, Lois Giess, or if she replaces Dr. Knapp. Ms. Uttaro has a call into the Chief of Staff in the Majority Office to get more information. After discussing this development with President Stockman and the Nominating Committee Chair, Ms. Shelly, they decided it is appropriate for the Board to proceed with the action item as presented.

Ms. Shelly reviewed the Nominating Committee recommendations and added that Ms. Moffitt will remain as a recommendation to show the Board's confidence in her re-appointment.

A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Mr. Brandt to approve the Nominating Committee's recommendation of Peter Knapp to be appointed by the Monroe County Legislature to the MCLS Board of Trustees for the term of July 1, 2022 - June 30, 2027. THE MOTION PASSED with Dr. Knapp ABSTAINING.

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Hessney Lynch to approve the Nominating Committee's recommendation of Amy Moffitt to be appointed by the Monroe County Legislature to the MCLS Board of Trustees for the term of July 1, 2022 - June 30, 2027. THE MOTION PASSED with Ms. Moffitt ABSTAINING.

#### **Election of Officers**

Ms. Shelly presented the Nominating Committee's recommendation for officers. A MOTION WAS MADE BY Ms. Moffitt AND SECONDED BY Ms. Shelly to approve the proposed slate of officers for the term July 1, 2022- June 30, 2023. THE MOTION PASSED UNANIMOUSLY.

#### **Monroe County Library System Annual Report to New York State**

Ms. Uttaro presented the action item and asked trustees to review their personal information in the report and provide her with any corrections. In response to a question, it was suggested that Amy Discenza come to a future Board meeting to provide more information on the Outreach Council. A MOTION WAS MADE BY Mr. Brandt AND SECONDED BY Ms. Moffitt to approve the 2021 MCLS Annual Report to NYSED with minor clerical corrections. THE MOTION PASSED UNANIMOUSLY.

#### **President's Report**

Ms. Stockman reminded trustees that she would like to discuss the new statistics reports but will postpone that discussion until the next meeting in August.

#### **Rochester Public Library (RPL) Liaison**

On behalf of Mr. Stephens, Ms. Uttaro reported that the RPL Board discussed several building projects and the progress on the Rundel North Terrace project. They discussed mental health concerns for the staff noting a recent uptick in threatening behavior from patrons and general fatigue and stress from the ongoing COVID pandemic. The Board also convened an Executive Session to discuss some personnel issues. Ms. Harrison added that the City has approved all of the RPL's incremental requests for staffing increases in the budget, noting this is the first time in her tenure this has happened.

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

Dr. Knapp reported that the RRLC Board reviewed the annual evaluation of the director, welcomed Jazzmyn Ivery-Robinson as a new board member, and approved new dues for 2022 through 2025.

Mr. Brandt left the meeting at 12:30 p.m.

They also revamped a series of RRLC grant formats, endorsed the ALA's Library Bill of Rights, and elected officers. The next meeting will be on September 15, 2022.

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

Ms. Borgus reviewed the highlights of her written report and offered to answer questions.

#### **Board Committee Reports**

None

#### **Director's Report**

Ms. Uttaro offered to answer questions about the written report. She shared that the MCLS member libraries did not receive as much bullet aid as they expected or as has been received in the past. She would like to see the Board's Public Relations Committee improve communication with our local legislators. Specifically, making certain the legislators are invited to library events.

Mr. Brandt returned to the meeting at 12:41 p.m.

Ms. Uttaro shared that she will be working with the RPL Board to determine an appropriate memorial for recently deceased trustee John Lovenheim who gave his first gift to the library in 1999 and had lifetime gifts of over \$100,000 in addition to nearly 20 years serving the library on various boards before his passing on June 7, 2022.

Ms. Stockman added her thanks for Ms. Giess who recently retired from the MCLS Board and shared that a letter of appreciation is being sent to her.

### **MCLS Office**

Ms. Smathers offered to answer questions about the written report. She reported that the MCLS Office has begun to implement a system-wide calendar for staff to keep track of training and internal events based on feedback from the Director's Retreat.

Mr. Brandt left the meeting at 12:45 p.m.

She also reported that the collection development process and policies for the MCLS are being reviewed.

### **Central Library**

Ms. Uttaro offered to answer questions about the written report. She asked trustees to take note of the statistics showing steady increases in services.

Next, she drew everyone's attention to the Collection Development for OverDrive Policy from 2013, and the draft Digital Resources Collection Development Policy from 2017 included in the documents packet. When these policies were drafted they were intended to govern how the OverDrive collection was developed. As more system members participated in the collection, the directors requested that expectations be outlined in the Memorandum of Understand rather than in a stand-alone policy. Now, directors are asking for a policy to address the collection development specifically for the OverDrive collection, especially in light of the increase in content challenges seen throughout the country. Ms. Uttaro asked trustees to consider what they would want in a system policy for digital content shared across the system and provide their feedback to her after they have read through the materials.

Lastly, Ms. Uttaro encouraged everyone to visit the Art of the Book exhibit in Hacker Hall and reminded them that the awards reception will be held on September 21, from 5:30 pm to 7:00 p.m.

### **Other Business**

None

### **Adjournment**

A MOTION WAS MADE BY Ms. Shelly AND SECONDED BY Mr. Corcoran to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 1:04 p.m.

*Patricia Uttaro, Secretary*