



**Meeting of the Board of Trustees
August 15, 2022
Minutes**

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

Trustees Excused: G. Brandt, K. Brown, C. Corcoran, M. Shelly

Staff and Guests: County Administration liaison, B. Scanlon; County Law liaison, D. Crumb; staff members A. Discenza, B. Harrison, D. Mansour, J. Smathers, P. Uttaro

Call to Order

Ms. Stockman called the meeting to order at 12:02 p.m. and in the absence of a quorum, proceeded to the Report/Discussion portion of the agenda.

Public Comments

None

President's Report

Ms. Stockman shared that she and Ms. Uttaro had an orientation with the new trustee, Kimberly Brown. Ms. Stockman is appointing Ms. Brown to the Board's Advocacy and Public Relations Committee. Ms. Uttaro shared that Ms. Brown is a Community School Site Coordinator for the Rochester City School District and she is very interested in and enthusiastic about library services.

Ms. Stockman encouraged trustees to consider attending the upcoming NYLA Conference happening Wednesday, November 2–Saturday, November 5, in Saratoga Springs, NY, noting the cost to trustees is significantly reduced and early bird registration is available now through October 8.

Next, she encouraged trustees to attend the Art of the Book Reception on September 21, from 5:30–7:00 p.m.

She asked trustees to mark their calendars for the 2023 Advocacy Day on February 28.

Lastly, she asked trustees to comment on the new format of the Central Statistics report. After a short discussion, trustees agreed the new format is sufficient but would like a glossary or key added that defines each data item. In response to a question, Ms. Uttaro offered to provide the annual budget kit, a report of other data elements—in addition to circulation—reported for member libraries such as visits, programs, etc. Trustees agreed they would like to see this.

Rochester Public Library (RPL) Liaison

Ms. Uttaro reported that the RPL Board meeting in June was very busy with 16 action items. She reviewed the list of action items and offered to answer questions.

Rochester Regional Library Council (RRLC) Liaison

Dr. Knapp reported that the RRLC Board has not met since his last report. He then shared information on a free webinar from WNYLRC, “NY State’s Budget and You: A Primer on Libraries and the State Budget Process.” Details and registration information can be found on the wnylrc.org website.

Board Committee Reports

None

Director's Report

Ms. Uttaro introduced Amy Discenza, Outreach Coordinator. Ms. Discenza presented an in-depth review of the Outreach Department to the trustees. She answered several questions about the work done by the Department.

A quorum was created when Mr. Stephens joined the meeting at 12:29 p.m.

Ms. Uttaro then offered to answer questions about the written report. She reported there are two vacancies for library directors in Monroe County, one at the Gates Public Library and one at the Greece Public Library.

She asked trustees if they agreed it is time to refresh the MCLS logo and they agreed. The Board’s Advocacy and Public Relations Committee will work with the MCLS Office to complete the logo redesign. Ms. Stockman asked if the MCLS could also have a mascot.

Ms. Uttaro then asked trustees if they agreed that the various records privacy and confidentiality policies included in the packet can be merged into one new policy. Trustees agreed and she will work with Mr. Crumb and Ms. Smathers to combine the policies.

MCLS Office

Ms. Smathers offered to answer questions about the written report. Ms. Moffitt asked about Webster Public Library dropping late fees on their youth materials. Ms. Smathers explained that member libraries work independently with their boards and municipalities to determine if fees will be charged or not. Ms. Uttaro added that Rush Public Library and Henrietta Public Library are eliminating all late fees as of September 1. She further explained that the member directors will be taking a close look at the new inequities in fine collections resulting from the current fine distribution model combined with the elimination of fines at some libraries.

Central Library

Ms. Smathers offered to answer questions about the written report.

Meeting Minutes

A MOTION WAS MADE BY Rev. Smith AND SECONDED BY Ms. Moffitt to approve the minutes of the June 20, 2022 meeting as presented. THE MOTION PASSED UNANIMOUSLY.

Claims

On behalf of Ms. Harrison, Ms. Uttaro offered to answer questions about the financial claims. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Rev. Smith to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Other Business

None

Adjournment

A MOTION WAS MADE BY Rev. Smith AND SECONDED BY Ms. Hessney Lynch to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 1:07 p.m.

Patricia Uttaro, Secretary