



**Meeting of the Board of Trustees  
September 19, 2022  
Minutes**

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

**Trustees Excused:** G. Brandt, K. Brown, M. Smith, E. Stephens

**Staff and Guests:** County Administration liaison, B. Scanlon; County Law liaison, D. Crumb; FFRPL Executive Director, 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., welcomed trustees, staff, and guests, and in the absence of a quorum proceeded with reports.

**Public Comments**

There were no members of the public in attendance who wished to address the Board.

**President's Report**

Ms. Stockman reminded trustees that the Reception for Art of the Book is this Wednesday evening at 5:30 and the board and staff social on the North Terrace is Thursday at 12:30 p.m.

**Rochester Public Library (RPL) Liaison**

On behalf of Mr. Stephens, Ms. Uttaro reported that the RPL Board accepted a \$25,000 grant-in-aid from Senator Brouk to help fund author visits. The RPL is bringing Jason Reynolds. This is part of a larger coordinated effort between the RPL, Penfield Public Library, and the Pittsford Community Library to bring authors to Monroe County. They also approved an agreement with FFRPL to act as the fiscal sponsor for the author visit with Jason Reynolds and provide some additional support for all three author visits in MCLS. The Board then approved the annual allocations from FFRPL, approved a grant, and approved a tutoring agreement.

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

Dr. Knapp reported that the RRLC Board met last Thursday. They welcomed a new president, Larry Wahl. They welcomed the Sodus Historical Society as a new member. They received excellent audit reports, approved updates to the personnel handbook, and set meeting dates for the remainder of the year.

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

Ms. Borgus reported that the annual campaign has generated \$11,726 as of August 31, with fall campaign letters arriving in homes around September 10.

FFRPL will participate in Roc the Day on November 29 and plans to do another "Board Challenge" noting the success of last year's challenge.

Mr. Corcoran joined the meeting at 12:05 p.m.

Book sales continue in the Bausch and Lomb Building in front of the Library Store. This ongoing sale is meant to coordinate with ongoing library programs and also serves to reduce inventory in preparation for the store move.

The annual Seasons Reading sale is scheduled for November 28–December 6. FFRPL is looking for donations of like-new puzzles and games since they serve as affordable holiday gifts for budget-conscious shoppers.

As part of the Fringe Festival, FFRPL and RPL partnered to offer “Living Books ROC!” on September 17. The attendance was low but the feedback from those who attended was very good.

Ms. Borgus shared the calendar brochure for the fall *Books Sandwiched In* series.

Lastly, she reminded trustees that libraries that received the supplemental materials grants from the Tummonds Fund in March 2022, will need to submit a grant usage report by February 15, 2023.

### **Board Committee Reports**

None

### **Meeting Minutes**

A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Moffitt to approve the minutes of the August 15, 2022 meeting as presented. THE MOTION PASSED UNANIMOUSLY.

### **Claims**

Ms. Harrison reviewed the financial claims with the trustees and answered several clarifying questions. A MOTION WAS MADE BY Ms. Shelly AND SECONDED BY Dr. Knapp to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

### **Monroe County Capital Improvement Program (CIP) 2024-2029 Request**

Ms. Harrison reviewed the action item with the trustees and offered to answer questions. A MOTION WAS MADE BY Mr. Corcoran AND SECONDED BY Ms. Moffitt to approve the 2024-2029 County CIP Request for \$1,210,000. THE MOTION PASSED UNANIMOUSLY.

### **Agreement, Central Library People Counter System**

Ms. Harrison reviewed the action item with the trustees and offered to answer questions. A MOTION WAS MADE BY Ms. Shelly AND SECONDED BY Ms. Hessney Lynch to approve the agreement with SenSource for the terms and conditions noted. THE MOTION PASSED UNANIMOUSLY.

### **Recommendation for NYS Library Construction Grant Funding**

Ms. Smathers reviewed the action item with the trustees and offered to answer questions. In response to a question, Ms. Smathers explained that some member libraries receive construction money from other sources and that when a library receives this state aid, they are then required to stay in the building for 10 years. This requirement stops some libraries from applying since they want the flexibility to pursue a new building within the next 10 years. Ms. Harrison asked the minutes to reflect the staff’s gratitude to the City of Rochester Real Estate Division for their help and guidance in securing additional land to expand the parking at the Lincoln Branch Library. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. Hessney Lynch to approve the recommended allocations of library construction funds. THE MOTION PASSED UNANIMOUSLY.

### **MCLS Consortia Application Approval, NYSED Construction Grant**

Ms. Smathers reviewed the action item with the trustees and offered to answer questions. A MOTION WAS MADE BY Ms. Moffitt AND SECONDED BY Ms. Shelly to approve the consortia grant application for the NYSED Division of Library Development for a card-read access system construction project, inclusive of ten locations (nine RPL Branch Libraries and Central Library, Rundel Building). THE MOTION PASSED UNANIMOUSLY.

### **Director's Report**

Ms. Uttaro offered to answer questions about the written report. In response to a question about fines elimination, Ms. Uttaro reported that the Directors' Council had an excellent and productive conversation about how to address the inequities happening with some libraries eliminating fines and others not. The directors voted to begin allocating fines paid online to the library that owns the material rather than using the current population-based formula. In addition, the libraries that have eliminated fines direct patrons owing a fine to another library to pay online, thus ensuring that the fine will make it to the correct library.

She reminded trustees to save the date for a parliamentary training about Robert's Rules of Order on October 27 at 5:30 p.m. Ms. Smathers encouraged trustees to register for the training even if they won't be able to make it since all registrants will have access to a recording of the webinar.

### **MCLS Office**

Ms. Smathers offered to answer questions about the written report. In response to a question, she reported that book challenges have not been coming in via any kind of social media or otherwise organized effort.

Next, she provided an update on patrons who have recently been barred system wide.

She then reported that Amerks Hockey players will be reading to children in person for the Reading Power Play program. In addition, the MCLS Office will be tabling at Amerks home games and promoting libraries and library cards.

Lastly, she shared that the MCLS Passport program is nearing its kick-off. Passports are in production, stress balls will be given out with the Passports, and the prize for completing the Passport will likely be a tote bag. There is also a hashtag for the program: #exploreMCLS and the Monroe County Geographic Information Services Department has created an interactive map of all MCLS library locations.

### **Central Library**

Ms. Smathers offered to answer questions about the written report. She reported that a couple of Central Library divisions have closed for a few hours to have their entire staff take the Mental Health First Aid training. Not only are they getting the training, but they are team building by taking it together.

Next, she reported that she was able to take some local legislators into the Children's Secret Room when they were visiting the library as part of Literacy Day in Rochester. In addition, Literacy New York created the Stop Reading Challenge which prompts people to stop reading for 5 minutes as a way to demonstrate that reading is everywhere and show how difficult it is to navigate the world if one is unable to read. A donation can be made at [literacynewyork.org](http://literacynewyork.org).

### **Other Business**

None

### **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 12:49 p.m.

*Patricia Uttaro, Secretary*