



**Joint MCLS & RPL Board of Trustees Meeting
Kusler-Cox Auditorium, Rundel Memorial Library Building
February 16, 2023, Noon
Minutes**

- MCLS Trustees Present:** Gary Brandt, Christopher Corcoran, Emily Hessney Lynch, Peter Knapp, Amy Moffitt, Mack Smith, Marjorie Shelly, Erick Stephens, Suzanne Stockman (quorum present)
- MCLS Trustees Excused:** None
- MCLS Trustees Unexcused:** Kimberly Brown
- RPL Trustees Present:** Katherine Baynes, Donna Benjamin, Ellen Brenner, Alinda Drury, Glenn Gardner, Richard Hamilton, Daniel Karin, Erick Stephens (quorum present)
- RPL Trustees Excused:** Marilyn O'Connor, Sharon Salluzzo
- RPL Trustees Unexcused:** None
- Staff and Guests:** FFRPL Executive Director, Donna Borgus; County Law Liaison, Don Crumb; County Office Liaison, BJ Scanlon; City Legal Dept. Liaison, Patrick Beath; City Council Liaison, Mitch Gruber; staff members Brie Harrison, Melanie Lewis, Debi Mansour, Jennifer Smathers, Ana Suro, Patty Uttaro

Call to Order

Mr. Hamilton called the RPL Board meeting to order at 12:03 p.m., welcomed trustees, staff, and guests, and confirmed a quorum was present.

Ms. Stockman called the MCLS Board meeting to order at 12:03 p.m., welcomed trustees, staff, and guests, and confirmed a quorum was present.

Public Comments

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

JOINT ACTION

Proposed FY24 Central Library Budget

Ms. Harrison reviewed the item with everyone.

Mr. Corcoran joined the meeting at 12:07.

Ms. Brenner asked if there was a template for sending letters of support for library funding to legislators. Ms. Smathers will send a template to trustees.

RPL trustee Ms. Baynes MADE A MOTION to approve the proposed 2023-24 Central Library Budget. THE MOTION PASSED UNANIMOUSLY.

MCLS trustee, Dr. Knapp MADE A MOTION to approve the proposed 2023-24 Central Library Budget. THE MOTION PASSED UNANIMOUSLY.

MCLS ACTIONS

MCLS Meeting Minutes

Ms. Shelly MADE A MOTION to approve the minutes of the January 23, 2023 meeting as presented. THE MOTION PASSED UNANIMOUSLY.

MCLS Claims

Ms. Harrison reviewed the financial claims with the trustees and offered to answer questions. In response to a question, she explained that the online fine distribution to member libraries is now based on the owner of the material rather than the census population. This change was made to make fine distribution fairer after several member libraries eliminated late fines.

In response to a question, she explained that the CARL X Equipment Maintenance is a separate contract, and the vendor was chosen after an RFP process. She added that very few companies can provide this service.

Mr. Corcoran MADE A MOTION to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

RPL ACTIONS

RPL Meeting Minutes

Mr. Gardner MADE A MOTION to approve the minutes of the January 25, 2023 meeting as presented. THE MOTION PASSED. Ms. Drury ABSTAINED.

RPL Personnel Changes

Ms. Suro reviewed the personnel changes for the period January 9, 2023–February 10, 2023, and offered to answer questions. Ms. Brenner MADE A MOTION to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

RPL Financial Reports

Ms. Harrison reviewed the financial reports with the trustees and offered to answer questions. Ms. Drury MADE A MOTION to approve the financial reports as presented and approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Proposed FY24 Community Library Budget

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

Ms. Lewis shared that the City of Rochester will be administering the summer teen employment rather than Rochester Works for the summer of 2023.

Ms. Baynes MADE A MOTION to approve the proposed 2023-24 Community Library Budget. THE MOTION PASSED UNANIMOUSLY.

Elimination of Fines on All RPL Materials

Ms. Uttaro reviewed the item and offered to answer questions. Mr. Hamilton added that this applies only to late fines and does not eliminate lost-material fines. Ms. Brenner MADE A MOTION to approve the elimination of daily fines on materials for adults. THE MOTION PASSED UNANIMOUSLY.

Ms. Brenner asked if any publicity is planned to announce the elimination of late fees. Ms. Uttaro explained that the budget must first be approved by the city. And if it is, the fines elimination will begin July 1, 2023. At that point, publicity will go out.

Amendment to the RPL Board By-Laws

Mr. Hamilton reviewed the item with everyone. Ms. Drury MADE A MOTION to approve the proposed amendment to the bylaws to create an option for a Trustee Emeritus position. THE MOTION PASSED UNANIMOUSLY.

Trustee Emeritus Appointment

Mr. Hamilton reviewed the item with everyone. Mr. Gardner MADE A MOTION to appoint Carolee Conklin to the position of Trustee Emeritus of the Rochester Public Library Board of Trustees. THE MOTION PASSED UNANIMOUSLY.

Closing Rundel First Floor on April 20

Ms. Uttaro reviewed the item. In response to a question, she explained that the Mayor's State of the City address is at a different venue every year and she does not know why the Central Library was chosen this year. Ms. Drury MADE A MOTION to approve the closure of the first floor of the Rundel Building on Thursday, April 20. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement, IP Consulting Services

Ms. Harrison reviewed the item and explained that the Tracy Jong firm has been dissolved and the talent has been dispersed. Ms. Baynes added that the rate in the contract for this new firm is a significant discount compared to their going rate. Mr. Gardner MADE A MOTION to approve a professional services agreement with Troutman Pepper with terms and conditions as described. THE MOTION PASSED UNANIMOUSLY.

County Historian Services Agreement and Budget Amendment

Ms. Uttaro reviewed the item. In response to her question about the size of the collection, Ms. Uttaro offered to send a collection assessment report to Ms. Drury. Ms. Brenner MADE A MOTION to approve an amendment to the 2022-23 budget and endorse the Intermunicipal Agreement (IMA) between the City and County. THE MOTION PASSED UNANIMOUSLY.

MCLS President's Report

Ms. Stockman announced that she has officially appointed trustees Brandt, Hessney Lynch, and Smith to an ad hoc committee to draft a statement from the MCLS Board in support of collection diversity.

MCLS Liaison to RPL & RPL Liaison to MCLS

Ms. Uttaro pointed out that due to the joint meeting, everyone has the minutes of both boards' previous meetings, therefore liaison reports were not needed. She offered to answer any questions.

Rochester Regional Library Council (RRLC) Liaison

None.

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

Ms. Borgus reported that the Annual Campaign has generated \$209,481 from 1,487 gifts as of February 14. The Advancement Committee met on February 1 to review the spring annual campaign letter and plans for National Library Day/#Library Giving Day on April 6. The next letter will arrive in homes around March 8. The Giving Day fundraising event will benefit the Harold Hacker Fund for the Advancement of Libraries this year.

She invited everyone to visit the library store in its new glass-walled space opposite the Foodlink Café. Although the space is smaller, it is much more visible and inviting. This completes the two location changes requested by RPL to relocate the volunteer book sorting/pricing room and the library store.

The remaining Tuesday Topics event for this winter is Tuesday, February 21, from Noon–1:00 pm. Antoine McDonald, Librarian in Central's Local History & Genealogy Division, will provide an overview of how the library helps to foster Equity and Justice in our society with diverse cultural community representation in programs and services, including Central's Archive of Black History and Culture Project.

FFRPL has received 75 submissions for the Sokol H.S. Literary Awards Contest. The in-person Awards ceremony will be held in the Kate Gleason Auditorium on Thurs., April 27th from 4–5:30 pm. Trustees are encouraged to attend.

Lastly, she reported that the required annual reports from the libraries for FFRPL Library Grants for Circulating Materials were due by February 15, 2023, to be eligible for the next cycle of grants. They are now seeking circulation statistics from the libraries to determine allocation.

MCLS Board Committees' Reports

None.

Ms. Benjamin joined the meeting at 12:44 p.m.

Director's Report

Ms. Uttaro offered to answer questions about the written report. She shared that the use of the parking lot at the Winton Branch Library for after-hours parking is being reviewed again. She will keep the RPL Board abreast of any proposals.

Next, she reported that the MCLS member directors will have a retreat on March 16 at the Rochester Museum and Science Center (RMSC). The morning session will be the "Take it Down" training offered by the museum which teaches about the "pickaninny" panel removed from Rochester's Dentzel Carousel and explores lessons it provides on racism in the community. She asked both boards if they would be interested in going through the "Take it Down" training and most trustees expressed interest.

In response to a question, Ms. Uttaro reported that she believes MCLS member directors are currently most concerned about building and facility issues as well as being prepared for book challenges.

MCLS Services

Ms. Smathers offered to answer questions about the written report. She shared that the recent local advocacy efforts were well received by the legislators.

Next, she reminded everyone of the upcoming author visit on April 1, at the Gates Public Library. The National Technical Institute for the Deaf (NTID) was awarded the National Endowment of the Arts Big Read grant and has chosen to bring Ilya Kaminsky to Rochester. Mr. Kaminsky will read selected poems from and sign copies of his book, *Deaf Republic*.

Central Library

Ms. Smathers offered to answer questions about the written report. She reported that the Central Library Liberators had a wonderful time playing e-sports with and against the Rochester Police Department.

Ms. Uttaro added that an Arigami Bubble Sculpture will be coming to the Bausch and Lomb Library Building later in February. The public is invited to help build the sculpture.

Community Libraries

Ms. Lewis offered to answer questions about the written report. She reported that the recruiting for the Branch Manager opening at the Lyell Branch has begun. Ms. Uttaro added that Shamika Fusco who recently left that position to become the Director of the Livonia Public Library started her career as a student in the Safe to be Smart program.

Next, she reported that project design firm HUNT Engineers, Architects, and Land Surveyors held a brainstorming session with the staff at the Maplewood Community Library regarding the branch renovations. On March 27, 7:00–9:00 pm, there will be a community feedback session at the Maplewood Community Library, and everyone is invited to attend.

Ms. Lewis commended the work of Lincoln Branch Manager, Sarah Lehman. Ms. Lehman has been covering the temporary location while the Lincoln Branch is renovated as well as covering the Lyell Branch. Ms. Lehman's flexibility and dedication to ensuring both Branches are open and providing services are worth recognizing.

Lastly, she recognized Rosa Diaz, librarian at the Maplewood Community Library for her role on the Randolph Caldecott Medal Committee. She was elected to the 15-member national committee. The Caldecott Medal is awarded by the American Library Association for the most distinguished American picture book for children. *Hot Dog*, illustrated and written by Doug Salati, is the 2023 winner.

Other Business

Mr. Brandt MADE A MOTION to have the MCLS Board endorse the RPL Board's creation of a Trustee Emeritus position and the appointment of Carolee Conklin as Trustee Emeritus. THE MOTION PASSED UNANIMOUSLY.

Mr. Brandt recommended that Ms. Uttaro suggests to the Mayor's Office that Bill Yust, a current FFRPL trustee, former MCLS trustee, and a descendant of RPL's founding librarian, introduce the mayor at the upcoming State of the City Address to be held at the Central Library.

Adjournment

Mr. Corcoran MADE A MOTION to adjourn the MCLS meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 1:10 p.m.

Mr. Gardner MADE A MOTION to adjourn the RPL meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 1:10 p.m.

Patricia Uttaro, MCLS Secretary

Donna P. Benjamin, RPL Secretary