



**Board of Trustees Meeting  
Central Library  
Kusler-Cox Auditorium  
November 17, 2025, 5:00 PM  
Agenda**

- |  |              |             |
|--|--------------|-------------|
| <b>I. APPROVAL OF MINUTES</b>            | Shelly       | page 3      |
| <b>II. PUBLIC COMMENTS</b>               | Shelly       |             |
| <b>III. FINANCIAL CLAIMS</b>             | Hasselwander | page 7      |
| <b>IV. REPORTS</b>                       |              |             |
| 1. Liaison Reports                       |              |             |
| a. To Rochester Regional Library Council | Knapp        |             |
| b. From Rochester Public Library Board   | Clasper      |             |
| c. From Friends & Foundation of RPL      | Borgus       |             |
| 2. Staff Reports                         |              |             |
| a. Director's Report                     | Clasper      |             |
| b. MCLS Associate Director's Report      | Smathers     |             |
| c. Central Associate Director's Report   | Lehman       |             |
| 3. Other Reports or Discussion           |              |             |
| <b>V. UNFINISHED BUSINESS</b>            |              |             |
| None                                     |              |             |
| <b>VI. NEW BUSINESS</b>                  |              |             |
| 1. MCLS–RPL Service Agreement            | Clasper      | page 9 & 21 |
| 2. Solar Table Agreements                | Clasper      | page 9      |
| 3. Access Agreement                      | Clasper      | page 10     |
| 4. Professional Services Agreement       | Smathers     | page 11     |
| 5. [LATE ITEM]                           |              | handout     |
| <b>VII. ANNOUNCEMENTS</b>                |              |             |
| <b>VIII. ADJOURNMENT</b>                 |              |             |

**Next Meeting:  
Monday, January 26, 2026, 5:00 p.m.  
Central Library, 115 South Avenue, 14620**



**Meeting of the MCLS Board of Trustees  
Board Room, Central Library  
October 20, 2025  
Minutes**

**Trustees Present:** Gary Brandt, Christopher Corcoran, Peter Knapp, Amy Moffitt, Mei Qi, Marjorie Shelly, Suzanne Stockman, Jamia Williams (quorum present)

**Trustees Excused:** Kimberly Brown, Francesca Padilla

**Trustees Unexcused:** None

**Staff and Guests:** Monroe County Administration Liaison, Molly Clifford; Monroe County Law Dept. Liaison, Keana Williams; County Legislature Liaison, Ricky Frazier; staff members, Emily Clasper, Katy Hasselwander, Sarah Lehman, Debi Mansour, BJ Scanlon, Jennifer Smathers

President Shelly called the meeting to order at 5:02 p.m., welcomed trustees, staff, and guests, and noted a quorum was present.

**APPROVAL OF MINUTES**

The minutes of the September meeting were APPROVED AS PRESENTED.

**PUBLIC COMMENTS**

There were no members of the public wanting to address the board.

**FINANCIAL CLAIMS**

Finance Mgr. Hasselwander reviewed the financial claims with the trustees and offered to answer questions. After a brief discussion, Trustee Knapp MADE A MOTION to approve the financial claims as presented. THE MOTION PASSED UNANIMOUSLY.

**LIAISON REPORTS**

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

None

**Liaison from the Rochester Public Library (RPL)**

Director Clasper reported that the RPL Board approved expanding the hours of the Winton Branch and then spent a substantial portion of the meeting discussing and approving several items related to the lease for and the construction of the new library branch in the northeast quadrant of the city.

**STAFF REPORTS**

**Director's Report**

Director Clasper reported that she recently traveled to Albany to testify before the State Assembly's Libraries and Technology Committee about how libraries are incorporating technology into their services. While colleagues focused heavily on eBooks, she highlighted Monroe County's Wired for Opportunity program as a successful and integrated approach to bridging the digital divide. She noted that the program's scale has been

possible because of county ARPA funding and that legislators and staff responded positively in follow up conversations.

She reviewed the list of upcoming dates and emphasized a series of in-district advocacy meetings with local legislators. These meetings are coordinated with other regional library systems and follow statewide messaging developed by the New York Library Association. Trustees are invited to participate, particularly if they live in a legislator's district, since constituent involvement strengthens the discussions.

Director Clasper also noted the upcoming Rochester Regional Library Council event at the end of the month in the Kate Gleason Auditorium at the Central Library, which will include demonstrations, award recognition, and opportunities to meet with legislators. She encouraged attendance and explained that registration is helpful because lunch is included.

She highlighted a scheduled screening of *The Librarians* in Avon that will be followed by a panel on book bans, in which she will participate. She described having attended a recent screening during the ImageOut Festival and said the film was both moving and thought-provoking.

Director Clasper then reported significant news affecting library operations statewide. Baker & Taylor, a major book vendor and long-standing supplier, is ceasing operations. She explained that this will require libraries to find alternative vendors and may create challenges, especially for smaller libraries.

*Trustee Brandt left the meeting at 5:17 p.m.*

She added that Baker & Taylor also provides the software used by the State Library to collect annual reports and system plans of service. The State Library learned the software will no longer be supported at the end of the year and is now working quickly to secure data and identify solutions. Locally, staff have begun downloading archives to ensure records are preserved. She noted that this situation developed rapidly and is already causing concern across the state, particularly for smaller libraries that may struggle most with the transition.

#### **Central Associate Director's Report**

Associate Director Lehman reported that she has spent the past month reconnecting with Central Library staff, meeting new employees, and visiting divisions to learn about current work and projects. She noted that the Art of the Book and Paper installation is currently on display on the first floor and that this is the fourteenth year the exhibit has been held at the Central Library. She explained that the show includes pieces from staff members whose work was accepted through a blind judging process, as well as international entries from countries such as Poland and Brazil. The exhibit runs through November 15, and she encouraged trustees to view it. She added that the exhibits team created a handmade selfie wall featuring large paper flowers to compliment the exhibit.

She also reported that the Local History Division recently held its first Spooky Stories in the Stacks program since before the pandemic and that it drew significant attendance, with lines forming around the block.

#### **MCLS Associate Director's Report**

Associate Director Smathers expressed enthusiasm for the new format of the written report that integrates MCLS updates throughout the document rather than concentrating them in a single section. She stated that this format highlights the breadth of system support for member libraries, including recent work related to vendor transitions following the Baker & Taylor closing announcement. She explained that she adapted purchasing research originally completed by a colleague, removed city specific information, and distributed it system wide to help libraries identify alternative vendors for books, supplies, and furniture. She noted that member libraries expressed appreciation for receiving this information promptly.

She announced that the MCLS shipping trucks are being wrapped with large library card graphics and artwork by Shawn Dunwoody and will soon be visible in service. She emphasized that this work is being completed without disrupting delivery schedules. She also shared that the shipping department experienced the loss of longtime sorter Dean Fleming, whose contributions were deeply valued. Many library staff attended his funeral.

Associate Director Smathers reported that MCLS and the Directors Council approved a cataloging change for Tonie characters. Each character will now receive its own title record so patrons can place holds on specific characters rather than receiving a random selection. The project began recently, is expected to take about two months, and will make high demand characters easier for families to request. She added that MCLS will review other similar shared materials to determine whether comparable changes are appropriate.

She provided an update on the Integrated Library System request for proposals process. MCLS recently held an introductory town hall to gather staff input on needs and priorities for the future system, with about fifty people attending and sharing ideas. She created a survey for trustees to offer feedback on catalog features and distributed QR codes at the meeting and will send an email with the link. She noted that staff input will be summarized for trustees next month and that a final report is due in December.

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

##### **2026 MCLS Board Meeting Dates**

Trustee Corcoran MADE A MOTION to approve the proposed schedule of MCLS Board meetings for 2026. THE MOTION PASSED UNANIMOUSLY.

##### **Other Business**

None

#### **ANNOUNCEMENTS**

President Shelly reminded everyone that the next meeting is November 17, 2025.

#### **ADJOURNMENT**

The meeting adjourned at 5:37 p.m.

*Emily Clasper, Secretary*

**MONROE COUNTY LIBRARY SYSTEM  
FINANCIAL CLAIMS 2025**

MON	DAY	CLAIM VO	VENDOR	DESCRIPTION	EXPENDED	REMARKS
8	19	2000661353	Chili Public Library - 11102058	2025-26 LLSA 90%	\$ 8,280.90	
8	19	2000663640	Fairport Public Library - 11101928	2025-26 LLSA 90%	\$ 11,679.30	
8	19	2000661723	Scottsville Free Library - 11106034	2025-26 LLSA 90%	\$ 1,646.10	
9	4	2000660926	Crown Castle- 11120635	Internet	\$ 2,075.00	
9	4	2000660926	Crown Castle- 11120635	DTS	\$ 16,942.88	
9	4	2000660748	Unique Management Service - 11102541	Material Recovery 2025	\$ 1,871.10	
9	16	2000663852	11104976- Tridelta	15 Office 365 E3 (Non-Profit Pricing) Licenses	\$ 551.25	
9	18	2000661061	Blue Tower - 11116496	VPS Annual Renewal	\$ 1,410.00	
9	24	2000661751	Constant Contact - 11112453	2025 Annual Subscription	\$ 27,688.00	
9	26	2000661346	Geva Theatre - 11101606	VIP Passes	\$ 1,040.00	
9	26	2000662907	Rochester Public Library - 11105181	2025 Central Library Aid	\$ 320,546.00	
9	26	2000662907	Rochester Public Library - 11105181	2025 Interinstitutional Aid	\$ 7,325.00	
9	26	2000662907	Rochester Public Library - 11105181	2025 Coordinated Outreach Aid	\$ 168,883.00	
9	26	2000661764	11117594- Tmobile	MiFi Charges	\$ 19,188.89	ARPA Funds
9	28	2000650653	Finger Lakes Boating Museum - 11127580	VIP Passes	\$ 220.00	
9	30	2000662942	Overdrive - 11109903	Materials Hold	\$ 65.50	
9	30		Monroe County Sheriff - 11111382	Banned Patron- Sheriff Call	\$ -	NOTE: \$67 Fee will be done as a CHARGEBACK per the County 10/17/25
9	30	2000663386	Tridelta 11104976	Lasers, Projection Screens, Microphones, Transmitters, Wagons, PA Systems, Shipping	\$ 4,473.00	ARPA Funds
10	1				\$ 1,388.62	County Journal for Fleet Maintenance Fuel & Repairs
10	1	2000662366	Brilliant Repairs - 11127748	Digital Literacy Instruction: Sept 2025	\$ 7,407.00	ARPA Funds
10	1	2000663717	Springshare - 11119312	Monthly SMS Transaction Fees	\$ 1,015.56	
10	8	2000663692	Overdrive - 11109903	Materials Hold	\$ 1,686.54	
10	8	2000663538	Crown Castle- 11120635	Internet	\$ 2,075.00	
10	8	2000663538	Crown Castle- 11120635	DTS	\$ 16,942.88	
10	8	2000663343	Unique Management Service - 11102541	Material Recovery 2025	\$ 1,502.55	
10	8	2000663692	Overdrive - 11109903	Digital Materials Platform Fee 2025	\$ 2,500.00	
10	9	2000662600	George Eastman Museum - 11103878	47 VIP Passes (One to be Reimbursed By FFRPL)	\$ 2,115.00	
10	9	2000662995	Literacy Rochester - 11128531	Branch Hours: Sept 2025	\$ 5,407.50	ARPA Funds
10	9	2000663692	Overdrive - 11109903	Materials Hold	\$ 1,674.77	
10	9	2000663692	Overdrive - 11109903	Materials Hold	\$ 191.36	
10	9	2000663692	Overdrive - 11109903	Materials Hold	\$ 19.90	
					\$ 637,812.60	



November 2025

### NEW BUSINESS (BOARD ACTIONS)

#### *MCLS–RPL SERVICE AGREEMENT (CLASPER)*

**Board Action Requested: A motion to approve the RPL–MCLS Services agreement for January 1, 2026–December 31, 2027**

Details: This agreement provides details regarding the expectation of service provided by Rochester Public Library to the Monroe County Library System. This includes the employment of a shared Library Director, funding of the Central Library, interlibrary loan, Outreach services, delivery, and IT services. The term of the agreement is January 1, 2026, through December 31, 2027.

#### *SOLAR TABLE AGREEMENTS (CLASPER)*

**Board Action Requested: A motion to approve agreements to place and maintain Wi-Fi enabled, solar-powered charging tables on the properties of the selected partner agencies.**

Details: In April, this Board approved 10 agreements with municipalities and non-profits to host solar tables on their property as part of the ARPA-funded Digital Equity Initiative, referred to as Wired for Opportunity. The tables were placed this summer with positive feedback and encouraging community use.

The Wired for Opportunity team would like to expand the tables to an additional thirteen locations throughout Monroe County. The tables will be equipped with Mi-Fi units for internet connectivity and powered using solar energy. MCLS and the partner agencies have agreed to the hours of operation (dawn to dusk). There is no monetary exchange between the partners and MCLS. Each table costs approximately \$14,500, including installation, funded from the Digital Equity Initiative.

Per the agreement, MCLS will submit plans for the installation process to the partner and maintain the table, including graffiti removal and Mi-Fi upkeep, as needed. The partner will host the table on their property and notify MCLS of any vandalism or damage within 24 hours of its discovery.



Solar Table at Greece Canal Park

New Partner	Table Location	Address
MCP - Mendon Ponds Park	Pickleball Court	95 Douglas Rd, Honeoye Falls 14472
MCP - Mendon Ponds Park	Wild Wings Nature Center	27 Pond Rd, Honeoye Falls 14472
MCP - Lehigh Valley Linear Trail	Pocket Park aka Mendon Station	Lehigh Valley Trail, Honeoye Falls 14472
MCP - Seneca Park Zoo	Outside Trailside Cafe	2222 St Paul St, Rochester 14621
MCP - Webster Park	Dog Park	255 Holt Rd, Webster 14580

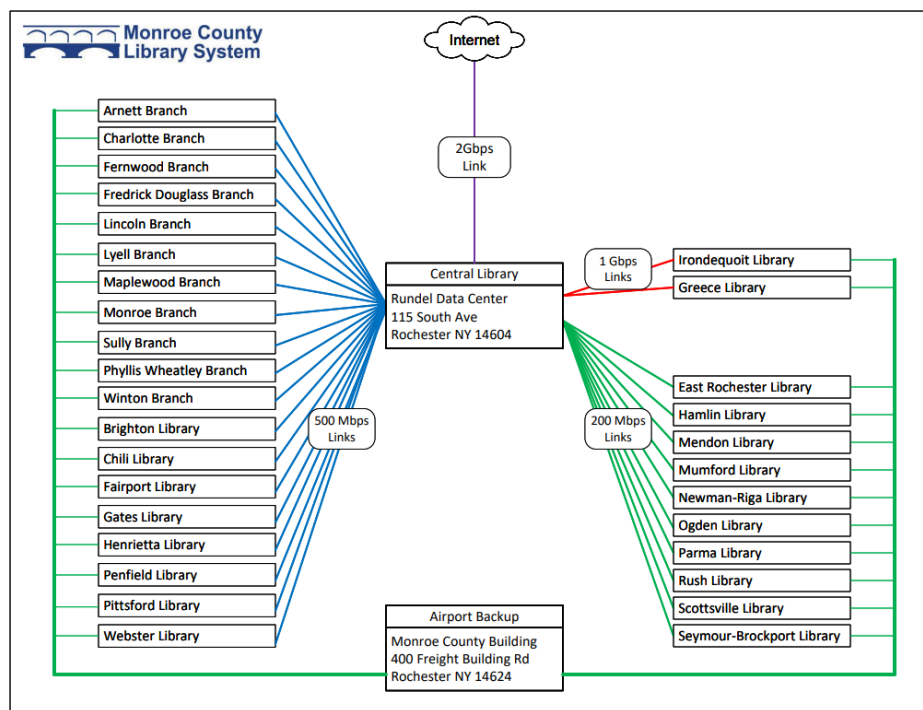
New Partner	Table Location	Address
MCP - Webster Park	Pickleball Court	255 Holt Rd, Webster 14580
MCP - Webster Park	Campground Playground and Bathroom Facilities	255 Holt Rd, Webster 14580
MCP - Webster Park	Jack's Place Inclusive Playground	255 Holt Rd, Webster 14580
MCP - Ontario Beach Park	Adjacent to Abbott's Frozen Custard	50 Beach Ave, Rochester 14612
MCP - Greece Canal Park	Dog Park	241 Elmgrove Rd, Greece 14626
MCP - Northhampton Park	Natural Playground	304 Salmon Creek Rd, Brockport 14420
Spencerport Depot and Canal Museum	Canal Side	16 East Ave, Spencerport 14559
Village of Spencerport	Merz Park - Canal Side	Corner of Union and Canal Streets, Spencerport 14559

MCP = Monroe County Parks Department

#### ACCESS AGREEMENT (CLASPER)

**Board Action Requested:** A motion to approve an agreement with Monroe County for access to the data center at 400 Freight Building Road, at a rate of \$410 per month for a half rack or \$690 per month for a full rack, with a term through June 30, 2030.

Details: The digital transmission service (DTS) provided by Crown Castle connects all member libraries with the main system hubs — the MCLS hub at the Central Library (115 South Avenue) and the Monroe County hub at the County Airport Campus (400 Freight Building Road). These sites are linked through a secure network, as shown in the diagram below. The County hub was added in 2020 to strengthen business continuity. If service



at the MCLS hub is ever disrupted by a building issue or severe weather, network operations can continue through the County hub without interruption. A local law adopted by Monroe County in 2017 permits local municipalities to rent rack space at the Freight Building Road data center for this purpose at \$410 per month for a half rack and \$690 per month for a full rack. The rental expense is not E-Rate eligible but is incorporated into the MCLS operating budget. The agreement will extend through June 30, 2030. The current DTS contract expires June 30, 2026, and the MCLS will be releasing a request for proposals in the near future, which includes the Monroe County hub.

*PROFESSIONAL SERVICES AGREEMENT (SMATHERS)*

**Board Action Requested: A motion to approve a professional services agreement with the Law Office of Stephanie Adams, PLLC for an amount not to exceed \$5,000, with a term through December 31, 2025.**

Details: The MCLS Office requests to enter an agreement with Stephanie Adams, Esq. to provide professional development training sessions for library staff. The system has used this vendor in the past for trustee and staff training opportunities, including interactive workshops customized for public libraries. The MCLS Office will work with the vendor to develop the specific training topic and delivery. The training will be open to MCLS staff and held in-person. The agreement is for an amount not to exceed \$5,000 and for a term through December 31, 2025.



MCLS AT A GLANCE (JAN–OCT)

MCLS Libraries  
have circulated  
**5,722,496**  
items YTD  
Up **7%** from 2024



MCLS Libraries  
have circulated  
**8,776**  
MiFis YTD  
Up **101%** from 2024



The Shipping Dept.  
has moved  
**1,335,317**  
items YTD  
Up **3%** from 2024



Technical Services  
has added  
**25,170**  
items YTD to the  
catalog  
On pace with 2024



**10,018** Children,  
**1,943** Teens, and  
**3,302** Adults  
participated in 2025 Summer  
Reading at MCLS Libraries



The Outreach Dept.  
has provided  
**12,335**  
items YTD  
Up **5%** from 2024



The Outreach Dept.  
has made  
**154**  
in-home visits YTD  
Down **17%** from 2024



The Outreach Dept.  
has made  
**93**  
facility visits YTD  
Down **1%** from 2024



## PATRON STORIES

*A SHARP REMINDER OF LIBRARY APPRECIATION*

A regular visitor to the Children's Center recently stopped by with his son. When he came to the desk to sharpen a pencil, he noticed the sharpener was full and tried to empty it, accidentally spilling a few shavings. Without hesitation, he grabbed the nearby trash can, tidied up the area, and emptied the sharpener. Staff member Miranda Hazen, who was at the desk, apologized for the full sharpener and thanked him for his help. Smiling, the patron said, *"For all this library has done for us, I would clean the toilets!"* His simple act and heartfelt words were a touching reminder of the deep appreciation and sense of community that the library inspires in those we serve.

## MCLS SERVICE &amp; PROGRAM HIGHLIGHTS

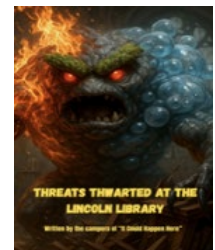
*STAFF TRAINING BY MCLS FOR MCLS*

Catalog Clerk Lorry Wisse taught Book Mending to staff in the Arts and Literature division. Catalog Clerk Libby Pearl and Library Automation Specialist Jordan Dotson went to the Chili Public Library to provide training on Chronology and Enumeration item linking. For the RPL Staff Day, Associate Director Jennifer Smathers led a Book Repair Workshop as one of the many afternoon offerings.

Librarian Alicia Gunther from the MCLS Office visited the Greece Public Library to provide hands-on consultation for staff on OverDrive reports, cost-per-circulation lending models, weeding plans, and metered access options. During the two-hour session, she shared practical strategies for balancing patron demand with budget constraints and answered questions about the user experience. Staff said they came away with a much clearer understanding of the platform and feel more confident making future decisions about their library's OverDrive collections.

*A BIT OF CATALOGING FUN*

It is always fun when catalogers get to encode a new Machine-Readable Cataloging (MARC) record for locally made materials, whether physical or electronic. This was the case for Librarians Rebecca Grant and Dee Mrak when they created the new records for the book and e-book, *Threats Thwarted at the Lincon Library* by the campers of "It Could Happen Here" and published by Writers and Books.

*AUTISM UP! TRUNK OR TREAT*

Children's Services Specialist Tonia Burton and Early Learning Specialist Destanee O'Neil participated in the Autism Up! Trunk or Treat event at the Golisano Autism Center, creating a Toy Story-themed trunk display. O'Neil dressed as Jessie, and Burton dressed as a Pizza Planet delivery person. By participating in events designed for neurodiverse audiences, the library extends its presence beyond traditional spaces and fosters connections with families and organizations that support children with autism.



Participation in events like this strengthens the library's visibility, builds trust, and encourages future involvement in library programs and services. One parent shared that she was grateful for the event, noting that it provided a unique opportunity for her son to stand in front of a Toy Story display, talk about his favorite movie, and fully engage in the experience.

### STAR PARTIES

In coordination with RMSC's STEM Ambassador programming, Star Parties were held at Seymour-Brockport and Webster Public libraries. The awe-inspiring programs featured a wide range of storytimes, music, crafts, and demonstrations.

With telescope support from the MCLS Office, patrons were able to see the moon in a whole new light, finding features and detail they had never seen before.

Over 100 participants at each location enjoyed absolutely perfect weather and a cloudless sky for International Observe the Moon Night.



### BUILDING LIFELONG LIBRARY CONNECTIONS

MCLS staff are among the library system's strongest ambassadors, using their relationships to achieve strategic goals, engage decision-makers, and raise awareness of library programs and services. Librarian Miranda Hazen recently led Central Library tours for ten second-grade classes from Canandaigua studying an Urban/Suburban/Rural unit. These visits introduced young learners to library resources while laying the groundwork for lifelong engagement. Through initiatives like this, Hazen consistently showcases the library's commitment to community-centered service and its role as a trusted partner for local educators.

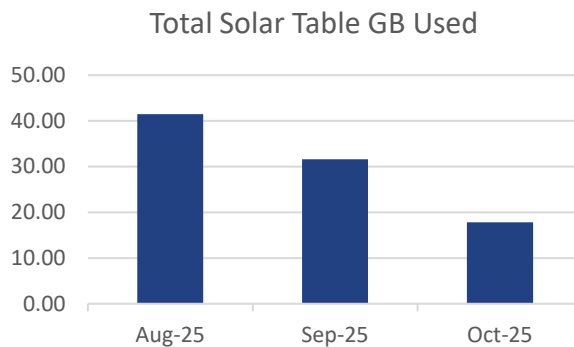
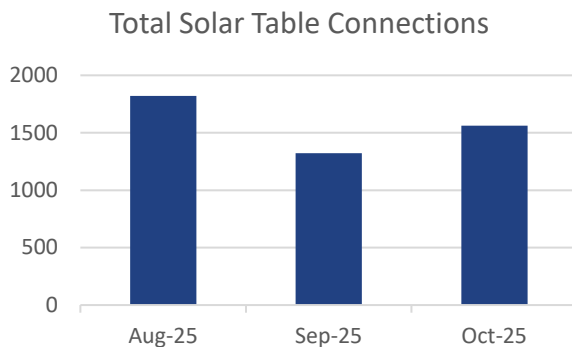
## SPECIAL INITIATIVES

### WIRED FOR OPPORTUNITY

#### PROGRAM STATISTICS

Month	Classes	Attendance	Class Topics	
Jul	25	170	Intro to Computers	Library Resources
Aug	23	146	Applying for Benefits	Intro to Google
Sept	26	175	Computer Catch-Up	Online Job Search
Oct	23	161	Scams and Security	

#### SOLAR TABLE USAGE



## MI-FI EXPANSION

The Seymour Library in Brockport worked with our Wired for Opportunity Team to pilot the expansion of our MiFi program into satellite locations across the County. County Legislator Jackie Smith was thrilled to see that these units will now be more directly available to folks needing a reliable internet connection in her district.



## INTEGRATED LIBRARY SYSTEM (ILS) RFP DEVELOPMENT

Themes are starting to emerge from the survey of library workers regarding the needs and desired for the next Integrated Library System. Overwhelmingly, search improvements and enhancements are the most common response. Library workers emphasized enhancements such as a single search box interface for both items and patron barcodes, suggested spelling prompts, and less restrictive letter case-matching. Staff from all areas of library work would like to have a cloud-based system that allows for remote work locations without an installed desktop client required. A patron survey will be shared out to the community in November.

## VIP EXPLORER KITS

The MCLS Office, together with the Central Library's Art and Literature division, recently launched five new VIP Explorer Kits. Each kit provides a VIP Pass to a partnering location, along with books and interactive materials related to the site or its theme, allowing patrons to extend the learning and fun during or after their visit. The program has already sparked interest in expanding to additional partners, including the Genesee Country Village and Museum, offering even more opportunities for patrons to explore and engage with the region.



LIBRARY DIRECTOR'S CORNER: EMILY CLASPER

*TRUSTEE CALL TO ACTION*

If not already done, please complete your two hours of required Trustee Training for 2025. Links to training sessions can be found on the MCLS website [HERE](#).

Please complete the [ILS SURVEY](#) for Trustees.

*RECOMMENDED READING*

American Libraries: [Baker & Taylor to Cease Operations](#)

The Atlantic: [America Is Sliding Toward Illiteracy](#)

1,000 Libraries Magazine: [These Bats Are Keeping Hundreds of Books Safe](#)

RochesterFirst.com: [‘We just think it’s cruel’: NY detention facility first to ban book deliveries to detainees](#)

*IMPORTANT DATES*

**November 18, 5:00–6:30:** Trustee Handbook Book Club – Next Level Trusteeship: Building an Effective and Impactful Board Culture [Register via Zoom](#)

**November 26:** Day before Thanksgiving, Penfield Public Library closed

**November 27:** Thanksgiving Day, all MCLS libraries closed

**November 28:** Day after Thanksgiving, Brighton Memorial, Chili, East Rochester, Fairport, Gates, Greece, Hamlin, Henrietta, Irondequoit, Mendon, Newman Riga, Ogden Farmers', Parma, Pittsford, Rush, Scottsville, and Webster libraries closed

**December 9, 6:00:** County Legislature Meeting

**December 24:** Christmas Eve, all MCLS libraries closed except Brockport, Greece, and Ogden Farmers'

**December 25:** Christmas, all MCLS libraries closed

**December 31:** New Year's Eve, Hamlin, Newman Riga, Ogden Farmers', and Scottsville Free libraries closed

**January 1, 2026:** New Year's Day, all MCLS libraries closed

**January 13, 6:00:** County Legislature Meeting

**January 19:** MLK Jr. Day, RPL, Chili, East Rochester, Gates, Greece, Henrietta, Irondequoit, Ogden Farmers', Parma, Scottsville, and Webster libraries closed

*UPCOMING LIBRARY PROGRAMMING*

[Find Upcoming Library Programming Here](#)



*DIRECTOR’S SITE VISITS*

<b>October</b>	<b>July</b>	<b>March</b>
Gates Public Library	Newman Riga	Penfield Public Library
East Rochester Public Library	<b>June</b>	Henrietta Public Library
<b>September</b>	Fairport	Rush Public Library
Scottsville Free Library	<b>May</b>	Sully Branch
Lincoln Branch	Brighton Memorial Library	Arnett Branch
<b>August</b>	Mendon Public Library	Chili Public Library
None	Parma Public Library	<b>February</b>
	Pittsford Community Library	Charlotte Branch
	Winton Branch Library	Maplewood Community Library
	<b>April</b>	<b>January</b>
	Ogden Farmers’ Library	Frederick Douglass Comm. Library
	Irondequoit Public Library	Lyell Branch
	Phillis Wheatley Community Library	Monroe Branch

*DIRECTOR’S UPDATES*

October was an active and productive month filled with opportunities to represent both the Rochester Public Library (RPL) and the Monroe County Library System (MCLS) in a variety of community, advocacy, and professional settings. Some of the notable events and activities included:

**Community and Literacy Engagement**

I participated in the ROC the Future Alliance convening, connecting with organizations across the region engaged in literacy and youth development initiatives. These conversations continue to strengthen collaborative efforts around early learning and educational equity.

**State Advocacy**

I testified before the New York State Assembly Committee on Libraries and Technology, using MCLS’s Wired for Opportunity initiative as a model for how libraries are bridging the digital divide. My remarks emphasized the need for sustained and increased state funding to support programs that advance digital equity across communities.



**RPL Staff Day**

We celebrated RPL Staff Day with an inspiring program honoring the unique talents and dedication of our staff. Mayor Evans joined us for opening remarks, and the day featured an Appreciative Inquiry mini-workshop that focused on recognizing the positive aspects of our workplace culture and the powerful impact our staff have on the community.

**Public Outreach and Education**

I spoke to the local chapter of the American Association of University Women, offering an overview of current issues facing public libraries and encouraging members to become active advocates for library services. The group was engaged and eager to lend their support.

### **Legislative Meetings**

Throughout the month, I attended in-district meetings with Assemblymembers Jensen, Bronson, Clark, Bailey, and Senator Cooney. MCLS staff also met with Assemblymembers Lunsford and Manktelow, and we have an upcoming meeting scheduled with Senator Brouk. Additionally, the New York State Library has requested a follow-up discussion with Assemblymembers Bronson and Lunsford to address State Library funding and the local impact of State-supported services.

### **Community Representation**

Eight spirited competitors from MCLS participated in the Rochester Brain Game, defending last year's title and proudly supporting our friends at Literacy Rochester. Though we didn't take home the trophy this year, it was a fantastic event that highlighted the strong partnership with our organizations.

### **City Budget Process**

The City of Rochester's FY 2026–27 budget development process is underway. I joined the Mayor's senior leadership panel for a Budget Telephone Town Hall that drew more than 5,000 participants. The session generated valuable feedback from residents about city priorities, and I had the opportunity to highlight the library's essential role in youth development.

### **Celebrating Libraries in the Community**

I attended the Gates-Chili Chamber of Commerce Awards Ceremony, where retired Chili Library Director Jeff Baker was honored as Citizen of the Year and the Gates Public Library was recognized for its 65th anniversary.

### **Defending Intellectual Freedom**

I attended a screening of *The Librarians* at the Little Theatre, followed by a panel discussion on book bans, featuring Henrietta Library Director Adrienne Pettinelli. I will participate in a similar event in Avon in November, and plans are underway for a Central Library screening during National Library Week in April.

### **Northeast Branch Progress**

The Rochester City Council approved funding and the lease agreement for the new RPL branch in the Northeast quadrant. Excitement continues to build as we prepare for the groundbreaking ceremony planned for December.

### **Regional Collaboration**

I attended the Rochester Regional Library Council's Annual Member Celebration, which brought together legislators and representatives from academic, school, and public libraries throughout the region, underscoring the strength and diversity of our library community.

After such a busy month, I'm looking forward to shifting focus toward policy review and laying the groundwork for the next phase of strategic planning for both MCLS and RPL. These efforts will help guide our priorities and position both organizations for continued growth and impact in the year ahead.

~Emily

*MCLS OFFICE ASSOCIATE DIRECTOR'S UPDATE: JENNIFER SMATHERS*

**Amerks Reading Power Play**

When hockey season returned, the MCLS office got to debut the newly branded corn-hole boards at the Amerks home opener block party. Diligent work was required to schedule the Amerks Reading Power Play Program dates for member libraries. The 20<sup>th</sup> season of hockey players reading to library patrons is sponsored by CooperVision.

**Contingencies for the End of Baker & Taylor**

Not that October was all fun and games. The office continued its run of supporting member libraries through unanticipated changes. Alicia Gunther spent time downloading all MCLS member library data from BiblioStat CollectConnect, the product used by the state library to collect our annual reports. Bibliostat is owned by Baker & Taylor, which will cease to exist at the end of 2025. In response to the closing, several member libraries sought out additional book vendors. The MCLS Office adapted Katy Hasselwander's "RPL Frequently Used Vendors" listing to include vendors and contract numbers useful across MCLS. This gave quick insight to state contract numbers and OMNI contracts available for use on everything from library furniture to books and audiovisual materials.

**Legislative Meetings**

One of the ways the office supports MCLS is through coordinating advocacy efforts with the county's delegation of state politicians. This includes an often-cumbersome scheduling process, developing talking points, with an emphasis on the library needs of Monroe County, and leading the visits. MCLS remains grateful that our local representatives are all overwhelmingly positive that libraries contribute to the community and are deserving of all the state support possible.

*~Jennifer*

*CENTRAL LIBRARY ASSOCIATE DIRECTOR'S UPDATE: SARAH LEHMAN*

**Exam Proctoring**

Currently, Arts and Literature is the only division offering proctoring services at the Central Library. Over the past five months, the Arts and Literature division has hosted 66 proctoring appointments from across the county. I have been working with staff in Arts and Literature and Circulation to train additional employees in administering proctored exams, and with LAS to develop an online form that will make scheduling appointments more convenient for patrons. Since there is currently only one staff member serving as a proctor and Central has several meeting rooms available across both buildings, expanding training will allow us to offer this free service to more students.

**Library Assistant Hired**

I am also pleased to share that Callise Wiley, currently a Library Assistant in our Circulation Department, has been hired to fill the new Library Assistant position in the Central Library Administration Office. Callise brings a background as an executive chef and event coordinator, with experience managing community events. This new role will focus on developing private, paid rentals and use of Central Library spaces such as Harold Hacker Hall and the Reading Garden. It is a unique position, dedicated to initiatives that will directly generate revenue for the Central Library. Callise will also assist with other projects within the CLA office, and I am very much looking forward to having her as part of the team.





**Legislative Meetings**

In October, the MCLS office coordinated several meetings with legislative representatives throughout Monroe County to advocate for libraries. I attended the meeting with representatives from Senator Cooney's office, where we had a productive discussion about library priorities and community impact. I look forward to continuing our advocacy efforts in the months ahead.

**Community Partnership & Advocacy Tools**

Over the past several months, I have also participated in a statewide group of librarians through the New York State Alliance of Library Systems (NYALS) to develop a resource focused on community partnerships as an advocacy tool. This work will be part of NYALS's 2025–2027 Advocacy Action Plan. The group included representatives from all types of libraries and addressed a wide range of topics. While my involvement was limited due to my maternity leave from late May through early August, I was able to participate in the final two meetings as the document was completed and presented to the governing committee for inclusion in the action plan.

*~Sarah*

**MONROE COUNTY LIBRARY SYSTEM  
ROCHESTER PUBLIC LIBRARY  
SERVICE AGREEMENT  
January 1, 2026–December 31, 2027**

THIS AGREEMENT is made on the \_\_\_\_ day of \_\_\_\_\_, 2025, between the **Monroe County Library System** (hereafter referred to as the "MCLS"), a library system established by the County of Monroe and chartered by the Board of Regents of the University of the State of New York, and the **Rochester Public Library** (hereafter referred to as the "RPL"), chartered by the Board of Regents of the University of the State of New York, located in Rochester, New York.

**Whereas**, the MCLS desires the RPL to provide services on its behalf to the public libraries located in Monroe County; and

**Whereas**, the RPL is designated as the official Central Library of the MCLS and recognizes its role in providing countywide library services;

**Therefore, it is resolved that the RPL and the MCLS hereby agree as follows:**

1. The RPL shall employ a Library Director to: jointly oversee the operations of the RPL and the MCLS at the Department Head Level (Bracket 36) of City of Rochester salary schedule; provide administrative services necessary to fulfill MCLS responsibilities to its member libraries; advise and consult with member libraries in matters of library management, programs, and services; serve as liaison with the New York State Department of Education's Division of Library Development, keep member libraries informed of the laws, regulations and pending legislation related to libraries at all levels of government and; provide individual assistance and group training as appropriate and as specified in the attached document of understanding.

**MCLS will reimburse RPL one-third (1/3) of the cost of the Library Director's Office. Payment will be made at the end of each RPL fiscal year.**

2. The RPL's Central Library shall serve as the central resource library for the MCLS.

**Monroe County will reimburse the City of Rochester for Central Library operations as agreed to in a 1968 intermunicipal agreement. Total amount requested from Monroe County annually will be determined through annual budget negotiations. MCLS will redistribute annually to the RPL the MCLS' Central Library Services Aid Program through New York State Aid.**

3. RPL will fund interlibrary loan activities for the MCLS.

**The MCLS will reimburse the RPL annually for a not-to-exceed amount for the cost of interlibrary loan services at \$74,000 for FY2025-26, \$76,000 for FY2026-27, and \$78,000 for FY2027-28.**

4. The RPL shall provide Library Automation Services as required to meet the terms of the agreement between MCLS and its member libraries, including database maintenance, management, and operations support in accordance with regulations of the Commissioner of Education of the State of New York and as necessary to meet standards established by member libraries and MCLS.

**The amount of such services to be reimbursed by the MCLS to the RPL shall be mutually determined on an annual basis.**

5. The RPL shall, through its Outreach Department and other service outlets, provide Outreach Services on behalf of MCLS, consistent with the requirements of Section 273(h) of State Education Law and any appropriate Commissioner's Regulations.

**In return for these services, the MCLS and RPL shall mutually agree to pay the RPL an amount established annually from the Coordinated Outreach Services Program.**

6. The RPL shall provide regular delivery service between the Central Library and all MCLS member libraries and their branches. The minimum of such delivery shall not fall below four pickups and deliveries per week, except for holidays, emergencies and upon request by member library.

**The MCLS will reimburse the RPL annually for 100% of the cost of providing such delivery service.**

7. A schedule of total annual reimbursement for all services to be provided under this agreement for the upcoming fiscal year beginning July 1, shall be adopted in an annual budget by the MCLS and RPL Boards of Trustees in February of each year.

#### **Effective Date and Termination**

This agreement shall cover the period January 1, 2026, through December 31, 2027. It shall supersede the previous service and automation agreements between MCLS and RPL and shall complement the basic member library contract between MCLS and all its member libraries covering the same period. This agreement may be terminated by either party upon written notice to the other, no later than nine (9) months prior to the end of any calendar year.

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President, MCLS Board of Trustees  
Marjorie Shelly

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Date

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President, RPL Board of Trustees  
Donna P. Benjamin

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Date

## MCLS Circulation

Town Libraries				
	Oct-25	Oct-24	+/-	%
Brighton	51,321	50,009	1,312	2.6%
Seymour	11,987	12,079	(92)	-0.8%
Chili	20,852	19,640	1,212	6.2%
East Rochester	3,703	4,037	(334)	-8.3%
Fairport	56,188	55,749	439	0.8%
Gates	21,446	20,530	916	4.5%
Greece	50,360	50,784	(424)	-0.8%
Hamlin	5,053	4,526	527	11.6%
Henrietta	41,091	41,045	46	0.1%
Irondequoit	40,589	41,150	(561)	-1.4%
Mendon	9,949	9,434	515	5.5%
Newman Riga	2,398	2,149	249	11.6%
Ogden	11,777	12,279	(502)	-4.1%
Parma	8,302	7,286	1,016	13.9%
Penfield	42,550	39,991	2,559	6.4%
Pittsford	50,131	48,512	1,619	3.3%
Rush	2,744	2,607	137	5.3%
Mumford	666	580	86	14.8%
Scottsville	2,996	2,979	17	0.6%
Webster	39,007	38,746	261	0.7%
<i>Towns Subtotal</i>	<i>473,110</i>	<i>464,112</i>	<i>8,998</i>	<i>1.9%</i>
<i>RPL Subtotal</i>	<i>77,854</i>	<i>78,987</i>	<i>(1,133)</i>	<i>-1.4%</i>
<b>MCLS Total</b>	<b>550,964</b>	<b>543,099</b>	<b>7,865</b>	<b>1.4%</b>