



**Board of Trustees Meeting
Board Room, Rundel Memorial Library Building
January 22, 2024, 5:00 PM
Agenda**

- I. PUBLIC COMMENTS** Corcoran

- II. ACTION ITEMS**
 - 1. Minutes of prior Meetings (October & November) Corcoran page 3
 - 2. Claims(October, November, & December) Uttaro page 11
 - 3. 2024 Professional Services Agreement with
CampbellNet Solutions Smathers page 15
 - 4. Professional Services Agreement with
The Law Office of Stephanie Adams, PLLC Smathers page 15

- III. REPORT/DISCUSSION ITEMS**
 - 1. Liaison to Rochester Public Library Board Stockman
 - 2. Liaison to Rochester Regional Library Council
(see included RRLC reports) Knapp page 47 & 55
 - 3. Friends and Foundation of the RPL Borgus

 - 4. Staff Reports
 - a. Director’s Report Uttaro page 15
 - b. MCLS Services Smathers page 17
 - c. Central Library Services Clasper page 26

- IV. OTHER BUSINESS**

- V. EXECUTIVE SESSION**
 - 1. New Director Search

- VI. ADJOURNMENT**

Next Meeting:
Wednesday, February 28, 2024, 9:00 a.m.
Kusler-Cox Auditorium, Rundel Memorial Library Building



**Meeting of the MCLS Board of Trustees
Board Room, Rundel Memorial Building
October 16, 2023
Minutes**

Trustees Present: Gary Brandt, Christopher Corcoran, Emily Hessney Lynch, Peter Knapp, Amy Moffitt, Marjorie Shelly, Erick Stephens (quorum present)

Trustees Excused: Kimberly Brown, Mack Smith, Suzanne Stockman

Trustees Unexcused: None

Staff and Guests: County Executive Office Liaison, BJ Scanlon; County Law Dept. Liaison, Don Crumb; FFRPL Executive Director, Donna Borgus; staff members, Emily Clasper, Amy Discenza, Shareka Jackson, Debi Mansour, Jennifer Smathers, Patty Uttaro

Call to Order

Mr. Corcoran called the meeting to order at 5:00 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 board. Ms. Uttaro introduced Lyla Grills, the Director of the Mendon Public Library, and Amy Discenza, the Outreach Coordinator. Ms. Grills introduced herself and thanked the Board for welcoming her.

Meeting Minutes

The minutes from the September 18, 2023, meeting were APPROVED AS PRESENTED.

Mr. Stephens joined the meeting at 5:04 p.m.

Claims

Ms. Jackson reviewed the financial claims with the trustees and offered to answer questions. Dr. Knapp MADE A MOTION to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Recommendation for NYS Library Construction Grant Funding (Smathers)

Ms. Smathers reviewed the item with everyone. Mr. Brandt MADE A MOTION to approve recommended allocations of library construction funds. THE MOTION PASSED UNANIMOUSLY.

2024 MCLS Board Meeting Dates (Uttaro)

Ms. Uttaro presented the proposed meeting dates. Mr. Stephens MADE A MOTION to approve the proposed schedule of 2024 MCLS Board meetings. THE MOTION PASSED UNANIMOUSLY.

Rochester Public Library (RPL) Liaison

On behalf of Ms. Stockman, Ms. Uttaro reported that the RPL Board approved grant funding for elevator repair work, the 2024 Holiday schedule, and the appointment of Dr. Jeff Tucker to the RPL Board.

Rochester Regional Library Council (RRLC) Liaison

The RRLC Board approved their annual audit. The audit was clean and there were no recommendations for the second year in a row. The Board previewed a new welcome packet for Board Members that many found very helpful. The Legislative Breakfast is starting back up and will be on November 17, at the Henrietta Library.

Friends and Foundation of RPL (FFRPL)

Ms. Borgus reported that the 4-board reception was well attended and both trustees and the staff who set up tables were excited about the event and found it worthwhile. She asked if anyone had feedback or suggestions. Ms. Uttaro asked about including MCLS member libraries. Ms. Hessney Lynch suggested an icebreaker activity to encourage trustees from other boards to meet and talk with one another.

Next, she reported that Roc the Day is coming up on November 28, and FFRPL will be fundraising to buy new tables and do some wallpaper repair for the Kate Gleason Auditorium. She is asking trustees to pledge ahead of time for matching funds during the fundraiser.

The first three Books Sandwiched In programs have gone well with an average of 50 attendees in person.

She reminded everyone that the reception for Art of the Book is on Wednesday and she is looking forward to seeing many people there. The Sokol High School Literary Contest is coming up soon and trustees are asked to promote this to any young people who may be interested in entering. And lastly, a book sale will happen October 23—27.

Director's Report

Ms. Uttaro shared that Mayor Evans will be taking over the Bob Lonsberry radio show on Thursday, October 26 from 8:00 a.m. to noon on 1180 AM. She will join him from 8:30 to 9:00 to talk about libraries.

Ms. Uttaro introduced Amy Discenza, the Outreach Coordinator, and invited her to give a short presentation. Ms. Discenza described the work of the Outreach Department, highlighted the employees who work there, and offered to answer questions.

MCLS Office

Ms. Smathers reported that September was National Library Card Sign-up Month. The MCLS Office pushed library card signups and the year-over-year increase for RPL was 20%.

In response to a question about the elimination of late fees, she explained that each library's board must decide about hold and late fees so a system-wide decision cannot be made. However, as more libraries eliminate fees, it helps those remaining to convince their boards and local municipalities that it is the right decision.

Central Library

Ms. Clasper offered to answer any questions about the written report. She then shared an anecdote about a patron who praised the library for what he was getting out of it but then complained that libraries react to situations with an "excess of empathy." Ms. Clasper took that as a compliment despite the patron framing it as a complaint.

Other Business

None

Adjournment

The meeting was adjourned at 5:48 p.m. without objection.

Patricia Uttaro, Secretary



**Meeting of the MCLS Board of Trustees
Board Room, Rundel Memorial Building
November 20, 2023
Minutes**

- Trustees Present:** Christopher Corcoran, Emily Hessney Lynch, Peter Knapp, Marjorie Shelly, Suzanne Stockman (no quorum)
- Trustees Excused:** Gary Brandt, Kimberly Brown, Amy Moffitt, Mack Smith, Erick Stephens
- Trustees Unexcused:** None
- Staff and Guests:** County Executive Office Liaison, BJ Scanlon; County Law Dept. Liaison, Don Crumb; FFRPL Executive Director, Donna Borgus; staff members, Tonia Burton, Emily Clasper, Debi Mansour, Jennifer Smathers, Patty Uttaro

Call to Order

Mr. Corcoran called the meeting to order at 5:05 p.m., welcomed trustees, staff, and guests, and noted the meeting did not have a quorum. Trustees agreed to hear reports first and postpone all actions.

Public Comments

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

Rochester Public Library (RPL) Liaison

Ms. Stockman reported that the RPL Board approved the City Capital Improvement Requests, additional hours at Central on December 1, and the schedule of meetings for 2024.

Rochester Regional Library Council (RRLC) Liaison

Dr. Knapp reported that the RRLC Board has implemented notations on their financial reports to help new trustees understand the reports, but the notes were also helpful to established trustees. They approved the State Library Report and some updates to their employee handbook. Their recent Legislative Breakfast at the Henrietta Library was deemed a success with 12 legislators and over 70 participants.

Friends and Foundation of RPL (FFRPL)

Ms. Borgus reported That the Annual Campaign Month/YTD comparison shows an increase in the value of gifts so far this year. The end-of-calendar year annual campaign letter is arriving in homes this week, with a reminder letter to arrive in early December, as needed. As of October 31, 2023, there are 532 gifts valued at \$88,882. This represents few gifts, but the total is higher by more than \$10,000.

She reminded everyone that ROC the Day is on Tuesday, November 28 and the project is supplemental support for new furniture and finishes (new tables and wallpaper seam repair) for the Kate Gleason Auditorium in the Bausch & Lomb Library Building. This will complete a multi-year project of upgrades to Central Library's most used event space. The campaign for the matching challenge grant from the four boards (FFRPL, RPL, MCLS, and Reynolds) yielded \$7,000, up from \$5,500 last year. Trustees will receive social media communications to share.

Next, she shared that net proceeds from the Fall book sale were \$1,152. The next event is FFRPL's Season's Readings Sale, December 4–15. The sale includes books, CDs, DVDs, games, and puzzles. Folks may contact Chris Weidman to arrange to donate items for the sale.

Ms. Borgus called everyone's attention to the handout at their places with details of upcoming Tuesday Topics, showcasing some of RPL's Branches; held from Noon–1 pm in Central Library's Kate Gleason Auditorium.

She asked everyone to help spread the word for entries to the Sokol High School Literary Awards contest – the deadline is Wednesday, January 31. FFRPL offers \$1,500 in cash prizes in three categories: Poetry, Prose, and Performance. Monroe County students in grades 9-12 (including Home Schoolers) are invited to participate. The awards ceremony and reception are held in the spring.

Lastly, she reported that FFRPL completed another positive year of acting as the fiscal sponsor for the Rochester Children's Book Festival, Festival to Go, and the Greater Rochester Teen Read.

Member Library Director's Report

Director of the Fairport Public Library, Carl Gouveia, introduced himself and thanked the Board for having him. He shared information about the programming happening at the Fairport Library both by his staff and in partnership with outside agencies. He reported on the popularity of a new children's book reader they are circulating called Tonies. He shared that his local history collection is being evaluated by the Documentary Heritage and Preservation Services for New York (DHPSNY) to determine what kind of preservation and storage measures need to be taken to maintain the collection. He closed his report with anecdotes about ordinary people helped by the staff in his library and the gratitude the patrons express. He noted how important it is to recognize the impact libraries have in the community.

Children's Center Report

Tonia Burton provided a report on the Central Library Children's Center. She reported on new staff and programming. Ms. Burton reported that Director Uttaro and several other member library directors attended a recent MCLS Children's Services meeting to discuss book challenges happening throughout the system. The information they shared, especially around advocacy was very helpful for the children's librarians. She ended her report with information about several community collaborative programs including "Talking is Teaching."

Director's Report

Ms. Uttaro offered to answer questions about the written report. She asked Mr. Scanlon if the County would be willing to acknowledge Take Your Child to the Library Day in February. He agreed this was a good idea and he would take care of it. Ms. Uttaro suggested that the County Executive and other community stakeholders could attend a program to acknowledge the day.

She then reported on the work of Steve Shon (Ogden Library Children's Librarian) & Jordon Dotson (LAS). Mr. Shon's capstone project for the Finger Lakes Emerging Leaders program is to use data already available from the CARL system to analyze collections similarly to the Collection HQ product. This will be extremely useful for all MCLS Libraries. She reported that this is only one example from the 20 different capstone projects. RRLC has agreed to help the students publish their research findings locally and/or nationally.

MCLS Office

Ms. Smathers offered to answer questions about the written report. She then shared that she has brought back many marketing tips and tricks from the Library Marketing & Communications Conference she attended recently. While at the conference she visited a branch library recently certified as an Autism Center. The Branch Manager there said she felt the certification was well worth the time and cost. The process involves staff training and a site visit from the international accrediting body.

Central Library

Ms. Clasper offered to answer questions about the written report. She encouraged everyone to see the sand art on display in Harold Hacker Hall on the first floor. There will be a ceremony including a native American dancer when the art is swept away on November 29th.

Other Business

None

Adjournment

The meeting was adjourned at 5:53 p.m. without objection.

Patricia Uttaro, Secretary

MCLS Financial Claims

<u>M</u>	<u>D</u>	<u>CLAIM VO</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>EXPENDED</u>	<u>REMARKS</u>
10	1			FLEET MAINTENANCE	\$ 4,622.82	
10	6	2000590980	11109903-OVERDRIVE	MATERIALS-HOLD	\$ 547.17	THE GREAT COURSES LIBRARY COLLECTION #8-NOT A DUPLICATE!
10	10	2000590583	11102541-UNIQUE MANAGEMENT	2023 MATERIAL RECOVERY	\$ 1,861.65	JUL
10	27	2000594136	11109903-OVERDRIVE	2023 DIGITAL MATERIAL PLATFORM	\$ 2,500.00	4TH QTR
10	27	2000594159	11117594-TMOBILE	MIFI BALANCE	\$ 516.44	
10	27	2000594136	11109903-OVERDRIVE	MATERIALS-HOLD	\$ 3,327.08	MULTIPLE EBOOKS/AUDIOBOOK
10	27	2000594136	11109903-OVERDRIVE	MATERIALS-HOLD	\$ 287.04	THE GREAT COURSES LIBRARY COLLECTION #9
10	30	2000593753	11102541-UNIQUE MANAGEMENT	2023 MATERIAL RECOVERY	\$ 1,871.10	SEPT
10	30	2000593948	11120635-CROWN CASTLE	2023 INTERNET	\$ 2,075.00	OCT
					\$ 17,608.30	

MCLS Financial Claims

M	D	CLAIM VO	VENDOR	DESCRIPTION	EXPENDED	REMARKS
11	1			FLEET MAINTENANCE	\$836.37	
11	9	2000584237	11103128-RRIC	OCLC FIRSTSEARCH	\$3,250.00	07/01/23-06/30/24
11	13	2000595083	11120635-CROWN CASTLE	2023 DIGITAL TRANSMISSION	16,866.56	OCT
11	20	2000595692	11118915-OCLC	EZ PROXY BAL	\$2,752.81	PAID BY RPL IN ERROR, BAL OF THE CAT PMT WAS APPLIED HERE
11	22	2000596725	11109903-OVERDRIVE	MATERIALS-HOLD	\$3,316.12	MULTIPLE EBOOKS/AUDIOBOOK
11	27	2000596602	11120635-CROWN CASTLE	2023 INTERNET	2,075.00	NOV
11	27	2000596602	11120635-CROWN CASTLE	2023 DIGITAL TRANSMISSION	16,866.56	NOV
11	27	2000596471	11102541-UNIQUE MANAGEMENT	2023 MATERIAL RECOVERY	\$1,908.90	OCT
					\$47,872.32	

MCLS Financial Claims

M	D	CLAIM VO	VENDOR	DESCRIPTION	EXPENDED	REMARKS
12	1	2000597320	11109903-OVERDRIVE	MATERIALS-HOLD	\$ 293.02	THE GREAT COURSES LIBRARY COLLECTION #10
12	5	2000596602	11120635-CROWN CASTLE	2023 INTERNET	\$ 2,075.00	DEC
12	5	2000601009	11102541-UNIQUE MANAGEMENT	2023 MATERIAL RECOVERY	\$ 3,307.50	NOV
12	12	2000600497	11120635-CROWN CASTLE	2023 DIGITAL TRANSMISSION	\$ 20,561.54	DEC BUMP PO
12	12	2000600497	11120635-CROWN CASTLE	2023 DIGITAL TRANSMISSION	\$ 6,000.00	DEC
11	9	2000595830	11104699-US POSTMASER	METER POSTAGE	\$ 30,000.00	GRANT IN AID
12	12	2000601302	11105398-Mendon Public Library		\$ 20,000.00	GRANT IN AID
12	12	2000601276	11101918-Ogden Farmer's Library		\$ 7,769.00	ONLINE FINES JUN 23-NOV 23
12	12	2000600384	11105432-Brighton Memorial Library		\$ 1,491.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601795	11103615-Brockport Seymour Library		\$ 1,765.00	ONLINE FINES JUN 23-NOV 23
12	12	2000600300	11102058-Chili Public Library		\$ 616.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601804	11105288-East Rochester Public Library		\$ 3,099.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601277	11101928-Fairport Public Library		\$ 1,499.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601784	11102081-Gates Public Library		\$ 6,529.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601293	11104404-Greece Public Library		\$ 379.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601298	11105162-Henrietta Public Library		\$ 597.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601302	11105398-Mendon Public Library		\$ 1,034.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601276	11101918-Ogden Farmer's Library		\$ 1,686.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601291	11103746-Penfield Public Library		\$ 2,720.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601290	11103572-Pittsford Community Library		\$ 77.00	ONLINE FINES JUN 23-NOV 23
12	12	2000600398	11106122-Newman Riga Library		\$ 3,051.00	ONLINE FINES JUN 23-NOV 23
12	12	2000601299	11105181-Rochester Public Library		\$ 2,179.00	ONLINE FINES JUN 23-NOV 23
12	12	2000600381	11105346-Webster Public Library		\$ 3,290.22	MULTIPLE EBOOKS/AUDIOBOOK
12	5	2000601336	11109903-OVERDRIVE	MATERIALS-HOLD	\$ 2,582.79	
12	1			FLEET MAINTENANCE		
					\$ 116,925.55	



TO: MCLS Board of Trustees
FROM: Patricia Uttaro, Director
DATE: January 22, 2024
SUBJECT: Monthly Report–January 2024

Action Items

2024 Professional Services Agreement with CampbellNet Solutions (Smathers)

Library Automation Services has identified data communication needs with various network equipment infrastructure. CampbellNet has provided services at member libraries and for LAS for several years. The contractor will bill for services rendered at a rate of \$150 per hour. If there is a need for parts or equipment replacement, MCLS will pay state contract pricing or the actual cost paid by the contractor. The total amount of the contract will not exceed \$5,000 with a term of January 1, 2024, to December 31, 2024, and is funded from the 2024 MCLS operating budget.

Board Action Requested: Approve a professional services agreement with CampbellNet Solutions for an amount not to exceed \$5,000.

Professional Services Agreement with The Law Office of Stephanie Adams, PLLC (Smathers)

Stephanie Adams has been contacted to present at the Virtual Trustee Symposium on February 8, 2024, from 6–7:30 PM. An interactive workshop called “Unprovoked, Unbiased, and Undaunted: Library Trustee Skills for 2024” will include a paralegal to monitor the chat and facilitate questions, the delivery of a slide deck, and a learning checklist for \$2,000. The goal is for Trustees to learn and apply the legal fundamentals of trusteeship with respect to library materials challenges, programming concerns, people recording in the library, and aggressive criticism of all kinds.

Board Action Requested: Approval of an agreement with The Law Office of Stephanie Adams, PLLC, for an amount not to exceed \$2000.

Report & Discussion Items

MCLS Director Patricia Uttaro reporting

Recommended Reading & Viewing

- Citizenship in the Age of Data: The Critical Role of Libraries for Digital Literacy - https://www.thestar.com/opinion/contributors/citizenship-in-the-age-of-data-the-critical-role-of-libraries-for-digital-literacy/article_d76beadc-9f8d-11ee-a0b4-3748b15f9758.html
- Reading Can Reawaken Your Curiosity and Enthusiasm - https://action.everylibrary.org/reading_can_reawaken_your_curiosity_and_enthusiasm
- Paying More Attention to the Health & Social Benefit of Libraries is Overdue - <https://www.theglobeandmail.com/opinion/article-paying-more-attention-to-the-health-and-social-benefits-of-libraries/>

- Best ROI: Monroe County Library System - <https://www.roccitymag.com/special-sections/best-of-rochester-recreation-17109725?storyPage=2>

Upcoming Events

- February 3, Saturday – Take Your Child to the Library Day – multiple events scheduled throughout MCLS and RPL. Check your local library listings on www.libraryweb.org.

RPL Bookmobile Project – On December 8, RPL staff saw the results of a semester-long design process for a class at RIT tasked with designing a smaller, more compact bookmobile to operate out of RPL's Lyell Branch. RPL Deputy Director Melanie Lewis and Finance Manager Brie Harrison led a team of staff who worked closely with the students to design this 21st-century mobile service. This project is a result of the RPL Branch Facilities report commissioned in 2018 which identified Lincoln, Maplewood, and Lyell as the top three branches in need of renovation, expansion, and service remodeling. We expect this bookmobile to hit the roads sometime in mid-2024. The original bookmobile was a service provided to the county by MCLS. It was discontinued in the early 2000s due to budget cuts in state and county funding.



City News “Best Of” – For the last several years, Director Uttaro has been unsuccessful in convincing the editor of *City News* to restore the “Favorite Library” category to their “Best Of Rochester” issue. This year, new editor Leah Stacy agreed that libraries should be included and will make the change for next year. She assigned a reporter to interview Uttaro and added an addendum to the Best Of...Recreation” that describes the ROI of owning a library card. See the article here <https://www.roccitymag.com/special-sections/best-of-rochester-recreation-17109725?storyPage=2>

More Libraries Go Fine Free – More of the MCLS member libraries eliminated fines at the start of 2024. Webster, Ogden, and Brighton are notable additions to the libraries already fine free or almost fine free. MCLS Librarian Alicia Gunther maintains a handy list of fines and other fees currently charged by member libraries. A copy of that is included here for your information (p. 39). The removal of fines has erased a barrier to use that many Monroe County residents experienced. Early looks at year-end usage metrics show remarkable increases in the number of visitors, number of people who attended programs, and increased borrowing of materials. For the first time ever, MCLS recorded more than 1 million individual loans of e-content in 2023. We only expect those numbers to continue to improve.

Directors Council Retreat & DOU – The MCLS Directors meet with administration for an annual retreat every January. This year, Associate Director Smathers will lead the member directors in two discussions: one reviewing the MCLS Document of Understanding, which is due for revision this year; and discussion of the search for a new MCLS/RPL Director. A copy of the DOU is included with this packet to refresh trustees’ memories of the detail and for review (p.41). Smathers will discuss the DOU revision progress at future meetings. This board can expect to see the new DOU draft for review in May or June and the final for voting in October or November.

Director Search Process – Uttaro met in December with RPL Board President Donna Benjamin and MCLS Board President Chris Corcoran to discuss the process for searching for a new director. Each President will call an executive session at the January board meetings to discuss the process in detail, including a discussion on hiring a search firm.

MCLS Member Libraries

Jennifer Smathers reporting

The year-end calendar had member libraries focused on a wide variety of activities. Fall Book sales continued in earnest, gingerbread construction, health-focused programs, musical concerts, dance performances, and holiday-themed celebrations all made for colorful community togetherness. On the administrative side, member library directors and the MCLS office visited local legislative representatives and geared up for the annual report cycle. Five legislative visits occurred in December.

Brighton Memorial Library

Many board games were displayed near the Check Out Desk, including Scrabble, Candy Land, Trouble, Cranium, Jenga, Rummikub, and Teasers. Games can be borrowed for four weeks.

Chili Public Library

Children and their parents gathered around Mrs. Claus at the Town's holiday event and craft show in December. Throughout the evening, Mrs. Claus had over 500 visitors! Mrs. Claus remarked, “It was a wonderful evening and I thoroughly enjoyed reading to the folks, loved the little one’s expressions. Sometimes, they were happy to help

me by joining in on stories they knew. One of the favorite stories was [Mo Willem's] *Don't Let the Pigeon Drive the Sleigh.*"

East Rochester Public Library

Fire Chief Diego of the East Rochester Fire Department led a firefighter storytime. Firefighter Ted, Fire Engine Number 9, and a book from his childhood, *Fire Engines*, were all shared. Both the Chief and the little participants loved their interaction.

It was the library's third year having a Mitten Tree for donating hats and mittens to kids to ensure their heads and hands were covered during our cold winters!

Fairport Public Library

Very favorable comments were received in response to a Facebook post reminding patrons that your Monroe County Library Card can be used to borrow items from any MCLS library and return them to any other MCLS library. "This is truly a remarkable service. I use it all the time! Great way to share resources and broaden the selection of available books. Thank you, Monroe County libraries and librarians!" The ability to place holds to be picked up at any MCLS library location was also highlighted.



Gates Public Library

In the season for giving, the library proudly partnered with the American Red Cross to host a holiday blood drive in the Community Space. Each pint of blood collected could help save up to three lives and will touch the lives of so many more. Another great way to pay it forward and make an impact on people in our community and across the country.

Greece Public Library

The tween "ugly sweater" design party was so much fun! We loved all their designs.



Hamlin Public Library

Thank you to former Hamlin Town Supervisor Charlie Maier for bringing Christmas cheer and a lovely poinsettia to the library. Community members appreciated the cheerfulness added to the library.

Henrietta Public Library

Diwali, Hannukah, Santa, and Noon's Year's Eve were all celebrated in the library from November to December. They also celebrated the launch of a re-designed, user-friendly website.

The sixth year of celebrating Diwali at the Henrietta Public Library was the biggest yet! Thank you to all the staff, volunteers, performers, and artists involved in the 2023 Diwali celebration. Multiple dance groups participated. The girls in green and orange were from the Bharata School of Indian Dance and the young women in the blue pants were from the University of Rochester's Rangoli Dance group. There was



also a dance group of boys and girls (not pictured) who were not from a specific dance school/group. Photography via Big Kahuna Creationz and Melanie Mullally.



Irondequoit Public Library

Children continued to participate in the 1000 Books Before Kindergarten program successfully. Our latest little one to complete the program loves to read with her family and hopes to reach 2000 books! Congratulations!

Mendon Public Library

Thanks to the Friends of the Mendon Public Library, the library added a subscription to BookPage in 2024! This lovely magazine updates readers on new titles being published each month. It includes reviews and author interviews.

Newman Riga Library

An awesome, informative evening with Marty and Cheryl from Wines by Design was uncorked for the community at the library. It's safe to say everyone in attendance learned a great deal about the science and process behind winemaking and tasting. Guests also had the chance to savor some cheese and fruit donated by The Churchville Grill. Thank you to Wines by Design and the Churchville Grill for your generosity. Patrons are looking forward to similar events the library is planning for the near future. Comments included: "Such a fun and informative evening. The wines and snacks were great." "What a fun event! Thank you to all involved!"



Ogden Farmers' Library

The library is pleased and grateful for a generous donation from the Spencerport Canal Days committee. With their support, the library will get new endcaps for the shelving in the children's area.

Parma Public Library

Grace Engelbrecht was selected as the new Director of the Parma Public Library. She has been the Adult Services Librarian at Parma for the past three years and previously served as Interim Director. Grace



will start this new role upon her return from maternity leave in 2024. Until then, former Director Becky Tantillo is filling in.

Penfield Public Library

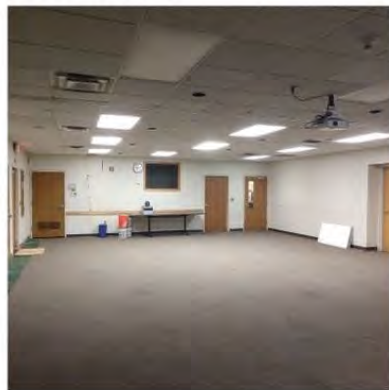
The library is extremely grateful to Assemblymember [Jen Lunsford](#) for a generous grant to renovate the Braman Room and kitchen, the [Town of Penfield, New York](#), for providing additional funds and facilitating the project, and the PPL Board of Trustees for their support and provision of funds.

Additional thanks are due to the [Penfield Recreation Department](#) for accommodating many of our programs on short notice when the renovation was unexpectedly delayed and the Braman Room unusable. The Braman Room was named in honor of Ruth Braman, Library Director from 1952 to 1970, in recognition of her many years of devotion to the Penfield Public Library. Her portrait hangs in the Braman Room to this day. Ruth's great-great-grandson attended a Wee Walkers program with his grandmother and got to take a gander at Braman's photograph.



Meeting Room

Before



After



Pittsford Community Library

[Our Voices Project](#), a Rochester-based production company led by Jackie McGriff and Courtney Shouse, screened part of their new film, "This Is My Grandmother," and conducted a Q&A session in the Fisher Meeting Room. The film chronicles the stories of two Indigenous families, one of the Oneida Nation of Wisconsin and one of the Tuscarora Nation. The stories, told across three generations, cover growing up both on and outside of the reservation, traditions and cultural norms, and the lack of Indigenous history in classrooms.

Scottsville Free Library

The library is pleased to display a newly donated peace (pun intended) of altered book artwork by artist Anne Hartman.



Seymour Library

A crocodile took up residence in the Children's Room! He moved a few things around and made himself right at home! Stop in, tell him he's pretty, and check out the new arrangement of our space! Thank you to the Seymour Library Foundation for helping us achieve our goal of a sensory-friendly space!



Webster Public Library

On Saturday, November 11th, we celebrated the life and legacy of our late Friend of the Library, Marge Gascon. Marge was chosen as the recipient of the 2023 Daniel W. Casey Library Advocacy Award.

This award is given every year by the Friends of Libraries Section of the New York Library Association. It honors a volunteer member or a group within the library community whose efforts have contributed to the growth of libraries or Friends of the Library organizations. The Casey Award not only recognizes good work on behalf of libraries, but it also recognizes the people who go above and beyond what is asked of them. Marge truly embodied all these elements.

Words can't express how much we appreciated everyone who came to the ceremony to remember and celebrate Marge and everything she did for the Friends of the Webster Public Library. Next time you're at the library, take a moment to sit on the bench that was commemorated in Marge's name. She was the true definition of the word "Friend" and will never be forgotten.



Special thanks to the following individuals for the beautiful words they shared at this ceremony: Webster Public Library Director, Adam Traub; Friends of the Library, Peg Ehmann, Mary Alice Moore, and Eileen Brookins; FLS - NYLA member, Lisa C. Wemett; Monroe County Legislator, Mark Johns; Daughter of Marge Gascon, Renee Gascon Basset; and Terry Mulee for getting a beautiful shot of the plaque.

MCLS Office Updates

Jennifer Smathers reporting

Smathers came back from the Library Marketing and Communications Conference full of ideas from the attendees and presenters who primarily came from a marketing background and now focus on libraries. Former media reporters, communications specialists, and social media experts all shared their tips and tricks for getting the word about libraries and programming out into libraries. Extracts from her notes were shared with the Directors Council. Top takeaways included:

- Don't use stock photos. Use photos of your actual staff and patrons. Our brains are unconsciously trained to skip over perfect stock photographs as if they were advertisements.
- Media needs to know what their audiences will get out of any event or offering. Short, attention grabbing, this is the benefit headlines make for more engagement. Mention your community partners, but don't open with a long paragraph thanking them.
- Social media: Less is more, except when it isn't. Do not force posting to happen on a schedule. Be in the moment. Text-only questions solicit the most engagement.

ChatGPT & A.I. awareness committee - Smathers met with Mrak, Margaret Paige, and Rebecca Grant to discuss the insidiousness of ChatGPT and A.I. badly authored books. In the last few years, ChatGPT and A.I. have gained popularity in the use of writing self-published and independently published reprinted books for people, with varying degrees of quality. Our vendors have not yet implemented a method to remove these specious materials from their offerings. Due to a lack of information at the vendor site, some librarians are inadvertently selecting AI written books with poor writing and format quality. This is most often the case with nonfiction books (e.g., first aid, sewing and knitting, classic literature, etc.). Smathers requested that the catalog librarians develop a general watchlist, which Smathers will use in an upcoming collection development training for ordering librarians to be aware of this new issue and develop practices that will help them avoid buying these books in the first place.

Events and Meetings

- On November 17 & 18 Alicia Gunther attended the ROC Maker Fair showcasing MCLS services and the Central ImagineYou Lab for educators, students, and the general public.
- On November 24 & Dec 29, Gunther and various MCLS member library staff hosted an MCLS table at the Rochester Americans (Amerks) Hockey Games. They promoted library services and the Amerks Reading Power Play, which runs through January 2024.
- Throughout November and December, Gunther worked with representatives from Rochester Against Antisemitism to plan a 2024 book discussion series on battling antisemitism. This series will include 6 online book discussions.

Social Media

November 2023	RPL X (Twitter)	MCLS X (Twitter)	Facebook	Facebook Groups	Instagram	YouTube
Profile/ Page Visits	-	-	935	-	89	-
New Followers/ Page Likes			19	14	30	12
Engagements	103	80	828	27	115	51
Check-In/ Mentions	-	-	-	-	5	5
Post Reach	4,500	3,000	5,650	-	892	12,968
Video/Story Views	-	-	367	-	892	1,411

December 2023	RPL X (Twitter)	MCLS X (Twitter)	Facebook	Facebook Groups	Instagram	YouTube
Profile/ Page Visits	-	-	3,087	-	188	-
New Followers/ Page Likes	12 (2,144)	0 (2,253)	154 (6,012)	8	34 (2,639)	13 (605)
Engagements	45	24	35,484	11	481	36
Check-In/ Mentions	-	-	-	-	2	6
Post Reach	1,300	886	490,803	-	1,711	11,384
Video/Story Views	-	-	574	-	1,529	964

OverDrive (Nov./Dec.)

- Total Checkouts- 83,858/86,127
- Lucky Day Checkouts- 644/640
- Simultaneous Use Checkouts- 10,128/11,257
- SORA Checkouts- 767/776
- Great Courses- 91/112

Interlibrary Loan

- Lending: Requests Received- 465 Requests Filled- 152
- Borrowing: Requests Received- 58 Requests Filled- 80

Outreach Department, Maren Kyle reporting

Hearing from our patrons...

Maren Kyle received a phone call from an in-home patron just before Thanksgiving. She had spent several weeks in a rehab facility after a fall and a hospital stay, and she just wanted to share the news that she was going home tomorrow. Kyle was so glad to share her joy, and happy to hear that she was really looking forward to her next delivery of library materials!

Staffing Changes

- Amy Discenza has accepted a promotion to a position in Branch Administration effective 11/6/23
- Maren Kyle will move from Librarian I to Outreach Coordinator effective 12/4/23
- Ron Freitag has joined Outreach as a Librarian I, transferring from the Central Technology Center

In-Home Library Service

Outreach staff selected and distributed library materials to 24 in-home patrons:

- Home Deliveries: 21 patrons received a home delivery of physical library materials and/or Braille and Audio Reading Downloads (BARD)
- Braille and Audio Reading Downloads by Mail: 4 patrons received a cartridge loaded with digital audiobooks from the NYS Talking Book and Braille library by mail (each cartridge includes 15-25 titles selected and downloaded by Outreach staff)
- Outreach staff mailed out two reference packets to an in-home patron.

Library Stations/Micro Collection Lending Service

Outreach staff selected, charged, and packed materials for 21 library stations—fulfilling special requests for 16 sites.

Corrections and Reentry Support

Outreach staff continue to partner with the Educational Coordinator at the Monroe County Jail to distribute library marketing materials and reentry information at the downtown facility, and to support the Veteran's Unit with DVDs for programming.

- Kyle and Wes Becker presented to a group of 9 at the Monroe County Jail, regarding local library and reentry services. Becker discussed demonstrating evidence of rehabilitation, crafting a personal statement, and getting a copy of your RAP sheet—as well as a variety of educational, job training, and reentry programs available in our community that folks can take advantage of upon their release. Kyle followed with an engaging sampler of library services: how to get a library card or a fresh start; collections and services for job seekers and aspiring small business owners; digital library resources; untraditional library collections; free events; and more.
- Outreach staff fulfilled 12 requests for “Making Moves” reentry resource packets from incarcerated individuals, Transitional Coordinators, and other justice-involved persons.
- The “Making Moves” webpage received 70 total pageviews.

Children's Center, Tonia Burton reporting

Programs

- Creative Movement with Draper Center concluded its five-week course. This was a great introductory dance program for three- and four-year-olds. We had the same families coming each week and they all appreciated the ongoing and free class. We will look to offer more programs like this in the future.
- The Donkey Hodie Pop Up Experience opened in the Kate Gleason Auditorium. This exhibit from PBS included six activity stations for children. We watched participants try the activities and work at each one to master the skills. We had the opportunity to converse with adults about their experiences. One family recently moved from Seattle to Henrietta and discussed food insecurity which led to sharing information about Foodlink and how to access local services. Others mentioned not having childcare.
- As part of the exhibit, home childcare providers attended an evening workshop to learn how to use PBS Kids content and how they can engage with their local library. One result of these conversations will be a summer literacy summit for home childcare providers to share new books, how to engage with children and books, how to implement summer reading in their home childcare, and summer PBS Kids activities.



Community Outreach/Meetings/Training

- Children's Center supported the Grupo Cultural Latinos en Rochester families through giving out books.
- Chelsea Arnold, Katie Powell, and Nadia Morales attended the Reason for the Season Toy Drive Holiday Event for children who are patients of Rochester Regional Health, giving away books to children.

Anecdotes/Other

Miranda Hazen decorated both the display area and bulletin board with some cave dwelling animal friends to keep cozy together this winter and quite a few patrons have recognized the picture book they were modeled after. One young person was so excited he ran to see if the book (*Bear Snores On* by Karma Wilson) was on the shelf.



Central Library Updates

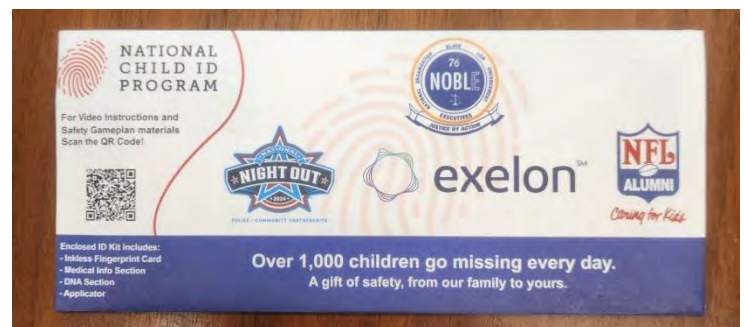
Emily Clasper reporting

In November, Emily Clasper attended the Annual New York Library Association Conference, representing RPL and MCLS at meetings of the Public Library Systems Directors Organization (PULISDO), New York Alliance of Library Systems (NYALS), and New York State Central Library directors. She also attended meetings related to her past committee work with the NYLA Intellectual Freedom Committee and connected with former colleagues from the Suffolk Cooperative Library System to discuss library advocacy and public relations efforts. She met with Urban Librarians Unite Executive Director Lauren Comito to talk about supports library administration can give to employees experiencing workplace trauma and measures for improving security at library programs.

Security issues and staff management topics were also discussed with colleagues from the Queens Library, Buffalo and Erie County Library System, Mid-Hudson Library System, and Southern Adirondack Library System. Clasper also connected with current ALA President Emily Drabinski, who gave a rousing keynote address to the conference attendees, to discuss intellectual freedom challenges currently being experienced by libraries nationwide. At the end of the conference, incoming NYLA President Lisa Kropp asked Clasper to serve on the NYLA Civil Service committee in the coming year as libraries attempt to address some of the systemic difficulties faced in hiring, promoting, and retaining employees, and to look for ways the current system can be adjusted to make these processes more equitable and inclusive.

Clasper coordinated a team of RPL staff (Wes Becker, Margarita Chaves, Chad Cunningham, Rosa Diaz, Diane Gardner, Melissa Manczuk, and Nanci Rosenberg-Nugent) to identify potential vendors for providing on-demand telephone and video language Interpreting services. The Interpretation Services Evaluation Team reviewed eight vendors, ranking them based on a set of evaluation criteria developed by the team. Ultimately, the team recommended LanguageLine as the vendor with the highest ranking and most affordable pricing model. The team is now working on an implementation and staff training plan to begin offering and promoting this service in early 2024. Once implemented, staff assisting patrons with low English-language skills or ASL interpreting needs will be able to call a professional interpreter at any time to help navigate the interaction more effectively.

In cooperation with the Rochester Police Department and Rochester Central School District, all RPL branches and Central are distribution locations for National Child Identification Program kits. These are used by parents and caregivers to document their children's identifying features so that this can be made available to law enforcement should a child go missing. It is important to note that these kits are administered and then kept by the families themselves, and do not involve the submission of the child's fingerprints, DNA, photo, and other information to the police or other government agencies. Clasper spoke at a joint press conference for the launch of this campaign, affirming the RPL's commitment to supporting community efforts protecting the safety of families and children, in alignment with our priorities of collaboration, community engagement, and education. She coordinated the delivery of the kits to the Central library, where they were then distributed to all branches to be made available to families across the City.



Clasper and Brie Harrison attended the Rochester Downtown Development Corporation's Vision Future 2023 event, where the Monroe County Executive and City of Rochester Mayor spoke on the opportunities and challenges for Rochester and its downtown in 2024 and beyond. This event was attended by many leaders from within City and County Government as well as the local business community. The event provided an excellent opportunity to connect with our current and potential partners in developing Rochester's Downtown areas for the future.

Kathy Pottetti, Resident Services & Community Outreach Coordinator for Valley Manor requested through FFRPL a tour of the *Art of the Book* exhibit and the Rundel 1st floor. The group was very interested in the framed print collection and the Cooper Doll Collection. Cynthia Dana was asked to be the tour guide and she had a delightful time with 7 very engaged seniors. The group spent an hour together discussing the artwork; everyone was impressed with the number of entries we received and the various locations, the level of creativity and the work that goes into displaying the pieces. They had great questions about the exhibit and the library in general. The highlight for Dana was the sole male in attendance, Winn McCray, a former RPL librarian. Mr. McCray started as a Junior Librarian in the Teen Lounge (Central) in 1961! He worked as a Librarian Trainee at Sully and then went back to Central in the same title. In 1974, he became the History/Travel Division Head. He retired from RPL in 1988. Dana, who was a teen when she first met him, couldn't bring herself to call him by his first name, even when he asked her to. The two shared a nice trip down memory lane, talking about the "good old days." Mr. McCray is now 90 and still as dapper as ever.

The Central Programming team has been working to establish shared goals for library programming in the spring of 2024 and to increase the potential for cross-departmental collaboration in the provision of programs for the community. As a result, we are already seeing interdepartmental crossover for programs that relate to upcoming exhibits and community events. As a next step, the team hopes to develop its broad goals to create a more robust system for program assessment and improve efforts to market programming to targeted demographics.

Arts/Literature, Melissa Manczuk reporting

Programs

- November was Native American Heritage Month, and one of the ways Central Library celebrated was with a sand painting of the animals that Native Americans celebrate in their diverse culture. Librarian Nanci Nugent invited artist KatieJo Suddaby to create one of her mesmerizing sand mandalas. This mandala was created in Hacker Hall and commemorated the Bear, Eagle, Bison, and Wolf. She brought Native culture to life with a special tool called a Chak-pur, which distributes thousands of grains of colorful sand, allowing the artist to create paintings with a high level of detail. Sand mandalas are sacred works of art used by many cultures around the world to practice mindfulness, bring healing, and pray for peace. Many patrons stopped in to watch Suddaby work. Sand paintings are impermanent works of art and brushing them away reminds us that everything is always changing- like sands blown by the wind. At the end of November, a Dissolution Ceremony was held to sweep the mandala away.



- Melissa Manczuk taught a fun and colorful fall centerpiece program for patrons with her acorn luminary project. Patrons used foraged acorns and painted them to create unique, autumn-based designs. Manczuk explained about foraging for acorns and how to make them safe to use. Patrons asked questions about where Manczuk had found the acorns and what else could be made with them.
- Patrons enjoy learning about new art mediums, and staff are frequently asked for watercolor classes. Watercolor is one of the most difficult painting mediums to learn and master because of its unpredictable nature. Artist Michelle Garlock brought her mastery of this technique to our patrons. She showed them how to use the brushes to get the effects they wanted and patrons practiced their new skills by creating a lovely red fox.



Business Insight Center (BIC), Jennifer Byrnes, reporting

Programs

Business First Wednesday: 2024 Sales Forecasting. Demystifying Financial Data to Chart Next Year's Sales Success with Certified Business Advisor Gina Mangiamiele of the Small Business Development Center.

Outreach/Meetings/Training

Melissa Cobo presented at the Urban League Community Business Academy.

Anecdotes

Through the American Library Association's Business Research section, Byrnes is now a mentor to three librarians at the following institutions: American University, San Francisco Public Library, and the China Europe International Business School in Shanghai.

Consulting

- Hours of in-depth market research/prior art searching: 30
- The Carlson Center for Intellectual Property assisted:
 - In person: 4
 - Email: 17
 - Mail: 1
 - Phone: 2
 - Zoom: 3
- Webpage views: 36
- Requests Outside Greater Rochester Area: 3

Database Usage Statistics

- Frost & Sullivan: Downloads: 26 Value: \$84,550
- IBISWorld: Page views: 59 Value: \$22,290
- InnovationQ: 66
- Mintel: 12 Page views: 41 Downloads: 1
- PitchBook: Logins: 21
- Statista: Page views: 40 Downloads: 12

New Mintel Database: From July-Dec 2023, we have viewed 193 unique reports which would cost a total of \$964,035 if purchased individually.

Circulation/Information, Chad Cunningham reporting

Statistics

- Curbside Pickup Appointments- 2
- New Borrowers- 159
- RRLC Access Cards Issued- 26
- Notarial Acts- 180

Anecdotes

Library Assistant Jim Montione retired at the end of December. Jim has worked in the Monroe County Library System since the summer of 1986. Jim's pleasant, easy-going manner and strong customer service skills have proved a great asset to the library. Whether it's helping a patron use the elevator or greeting everyone who reads the daily newspapers by name or printing out puzzles or patiently answering the same question a dozen times, Jim has always brought his best self to his job. Congratulations on your retirement, Jim!

Local History & Genealogy, Christine L. Ridarsky reporting

Programs

- In November, Mario Castillo hosted the fifth and final meeting of the reading and discussion series on the theme “Rights and Recognition: The Haudenosaunee in the New Nation.” In this program series, Castillo led participants through a close examination of the book *Peacemakers: The Iroquois, the United States, and the Treaty of Canandaigua, 1794* by Michael Leroy Oberg, a professor of Native American history at SUNY Geneseo. This last meeting featured a question-and-answer session with Oberg, which was very positively received by the participants. The program series ended the week of the 229th anniversary of the Canandaigua Treaty, and Castillo attended a commemorative event at the Ontario County Federal Courthouse along with eight participants from the reading group. The group caught the attention of Cody Grabhorn, Executive Director of Ontario County Historical Society, who thanked Castillo and the Local History & Genealogy Division for developing the program.
- In December, the division hosted an Author Spotlight with Lisa Kleman, whose article was featured in the Fall 2023 issue of the *Rochester History* journal, published through RIT Press in partnership with the Department of History at the Rochester Institute of Technology. In her talk, “The Musical Dossenbachs in Europe, 1911-1912,” Kleman discussed the research behind her article about a yearlong European trip taken by Rochester conductor Hermann Dossenbach and his family and the influence of that trip on Rochester’s early-20th century music scene.

Outreach/Meetings/Training

- The division hosted a second visit of a class from St. John Fisher University in November. The students are working on a project to document and map immigrants from Germany to Rochester between 1848 and 1967. Their research has drawn heavily from the division’s genealogy databases, directories, maps, and other resources.
- In November, Antoine McDonald represented the Local History & Genealogy Division at the first meeting for the Central Library’s Eclipse Planning Team. McDonald will continue to work with this team to plan programs and activities for patrons leading up to and on April 8, 2024, when Rochester will be in the path of totality for a solar eclipse. McDonald has taken the lead on scheduling a talk by Dan Schneiderman, Eclipse Partnerships Coordinator at the Rochester Museum & Science Center, who will discuss the science and history of solar eclipses, the impact the eclipse will have on our region, and how to prepare for this extraordinary astronomical opportunity. See *Upcoming Events/Programs* for more information.

Special Collections

- Working under a New York State Documentary Heritage Program Implementation Grant, contract archivist Stephanie Ball accessioned 84 of the library’s approximately 535 un-accessioned collections in November and 37 more in December. Working in conjunction with Ball, Brandon Fess accessioned six collections during these months. Four new finding aids were created in November and December: one for a collection of imprints by early Rochester printer William Alling, donated by one of his descendants; one for the Collection of Early Photographic Materials, an artificial collection bringing together 19th-century photographs found in the library’s collections; one for a collection of Scottsville-area ephemera; and the last for papers from Joseph Pakyz, a former Rochester resident and LGBTQ+ activist. These finding aids will be added to the 300+ finding aids for the library’s special collections that are now available through the Empire Archival Discovery Cooperative website (<https://www.empireadc.org/search/repositories/nr>).
- *Archive of Black History & Culture (ABHC)*: In November, the ABHC Community Advisory Board submitted proposed language for a collection scope for the archive. Consultant Mekko Mongeon also submitted a

report summarizing the feedback the board received through its Community Needs and Desires Survey and outreach events.

Digital Projects

- Funded by a Rochester Regional Library Council Collections and Access grant, contractor Lisa Buda completed a project to organize metadata for compound objects (digital objects composed of more than one digital file) in the library’s postcard collection. This work allowed Fess to prepare the files for upload to the New York Heritage website (<https://nyheritage.org/>). Ryan Hughes (RRLC) will handle the final steps of the process and the entire postcard collection should be available on New York Heritage by February.
- The division continues to contribute digitized content to a handful of online platforms, increasing discoverability and access to these materials. There were 2,070 page views of division content available through New York State Historic Newspapers (<https://nyshistoricnewspapers.org/>) in November and 1,890 in December. There were 1,341 page views of content on New York Heritage (<https://nyheritage.org/>) in November (December numbers for New York Heritage were not available at the time of this report). There were 2,167 page views of content available through the library’s Rochester Voices site (<http://www.rochestervoices.org/>) in November and 1,746 in December.
- In November, the new FamilySearch scanning team—Karl, Trieste, and Bethani Bentley—completed their training and resumed scanning library materials. They digitized a total of 78 yearbooks in November and 112 in December. See below for details. Digital products from this project are available through the [FamilySearch site](#). Due to the temporary pause in the scanning project, there were no new items from the Rochester Public Library added to the FamilySearch site in September or October; we have yet to receive a loading report from November or December. The most recent viewing report indicates there have been 115 total views of RPL content on the site in September, October, and November; the report on December views is forthcoming.

Materials scanned by FamilySearch, November 2023:

Title	Author	Dates	Quantity
<i>The Occident</i>	West High School	1932-1962, <i>passim</i>	25
<i>Lair</i>	Wilson Magnet	1986-2010, <i>passim</i>	22
<i>Voca-Scope</i>	Vocational High School	1939-1941	3
<i>Surveyor</i>	Washington High School	1937-1940	4
<i>Monarch</i>	Rush-Henrietta Senior High School	1992-2020. <i>passim</i>	23
<i>Cometeer</i>	Sperry High School	1987	1
			78

Materials scanned by FamilySearch, December 2023:

Title	Creator	Dates	Quantity
Madisonian	James Madison HS	1960	1
Kiondaga	Keuka College	1946-1953 <i>passim</i>	3
Roll Call	Leavenworth Central School	1950-1951	2
Spirit	C. H. Roth HS	1979-1986 <i>passim</i>	6
Rushes	Rush HS	1946	1
Cometeer	Rush-Henrietta HS	1957-1965	8
Agnus Dei/The Palm	St. Agnes HS	1951-1982 <i>passim</i>	16
The Sator/Maranatha	St. Anthony’s Seminary	1930-1967 <i>passim</i>	15
The Josette	St. Joseph Business School	1967-1971 <i>passim</i>	3
The Marvia	St. Mary’s School of Business	1948-1950	3

Title	Creator	Dates	Quantity
Genoatk	Scottsville HS	1951-1954	4
Record/Panorama	Spencerport HS	1940-2007 <i>passim</i>	47
Soduskan	Sodus HS	1935	1
The Bagel	Victor Central HS	1951, 1971	2
			112

Social Media

- There were two new posts to the Local History ROCs! blog in November and two in December. The November posts were: “What Are These? Researching Relics from WWI” by Dan Cody and “Candy Man: Rochester’s Role in One of Thanksgiving’s Most Divisive Dishes” by Emily Morry. These posts received 108 total views in November. The December posts were: “Naked Truth: Getting to the Bottom of a Bygone Rochester Club” by Emily Morry and “You Belong to Me: How Two Slices of Irondequoit Became Part of Rochester” by Brandon Fess. The first December post received 42 views. Fess’s piece, published on the 28th, went viral, garnering an amazing 9,405 views in just four days, with dozens of comments and shares! All blog posts can be read online at www.rochistory.wordpress.com.
- Notably, readership of the Local History ROCs! blog has increased substantially every year for the past six years. In 2023, the blog received 45,240 total views, an increase of 20,122 views (80%) from the previous year. Even without Fess’ viral post in late December, the blog witnessed an increase of 10,717 views (43%) from 2022 to 2023. We expect the blog will continue to be a successful vehicle for engaging patrons interested in local history topics.

Interns/Volunteers

- The division’s work was supported by two volunteers in November for a total contribution of 20 hours and two in December for a total of 22 hours.
 - Karen Sue Brown continued sorting and filing the backlog of newspaper clippings; she contributed 15.5 hours in November and 14 in December.
 - Noeme Liestman completed a finding aid for the Collection of Early Photographic Material and provided 4.5 hours in November; in December, Liestman contributed 8 hours and began processing the Whitelaw Roemer Photograph Collection, a large collection of documentary, experimental, and fine art prints from a local amateur photographer. The Roemer collection is particularly valuable for its documentation of Front Street in the years before urban renewal.

Anecdotes

- Dan Cody received the following thank you note from a patron after fulfilling a newspaper article request for them:

Thank you, Dan! What a wonderful service the library is providing by sharing these newspaper clippings by email. They are providing new and helpful information to me. One of these days I'd love to visit the Central Library and check out the local history division. The website has done a great job showing the abundance of resources you have! Thank you again and have a great day!

Upcoming Events/Programs

- Third Saturdays, January 20, February 17, March 16, 10:30 am-12:00 pm, “Family Finders Genealogy Club,” facilitated by John D. Caufield, Rochester Genealogical Society. A monthly genealogy group that meets in person in the Local History & Genealogy Division every third Saturday.
- Tuesday, February 27, 7-8 pm, “In Conversation with ROC’s Black Leaders: Melanie Funchess,” via Zoom. A panel discussion with the creators of the recent chapbook featuring Melanie Funchess, with Funchess,

essayist Quajay Donnell, and photographer Natalia Lauer, moderated by Amanda Chestnut, curator of the *In This Moment* chapbook series published by Visual Studies Workshop. Co-sponsored by Central Library and several MCLS member libraries.

- Saturday, March 16, 1-2:30 pm, "Preparing for Totality," with Dan Schneiderman, Eclipse Partnership Coordinator at the Rochester Museum & Science Center). Central Library, location TBD.

Reynolds Media Center, Joseph Born reporting

Reference

November: RMC handled 820 reference questions and 261 non-reference transactions for a total of 1081.

December: RMC handled 817 reference questions and 239 non-reference transactions for a total of 1056.

Programs

- November
 - First Friday Film: *Past Lives*
 - See It First Saturday Matinee: *Mission Impossible: Dead Reckoning*
 - Brown Bag Book Discussion: *Tracy Flick Can't Win* by Tom Perrotta
 - A/V set ups for programs in Central Library: 16
- December
 - First Friday Film: *Golda*
 - See It First Saturday Matinee: *Indiana Jones and the Dial of Destiny*
 - Brown Bag Book Discussion: *Swimmers* by Julie Otsuka
 - A/V set ups for programs in Central Library: 16

Hoopla

Circulation (November): 2306

Circulation (December): 2332

Science and History, Gabe Pellegrino reporting

Programs

- NASA's Great Observatories, presented by NASA Ambassador Jim Porter- Jim's programs continue to be popular, with 45 people attending this one. The participants were engaged throughout the program and several questions were asked. Mr. Porter is an animated presenter and is enthusiastic throughout his presentations. This series of NASA programs is in preparation for the 2024 Total Solar Eclipse that will occur on Monday April 8, 2024. Renee Kendrot promoted this program with printed flyers/posters that were distributed to Central Library and the City Branch Libraries, through online community calendars, the library's social media platforms (Facebook and Instagram), and email blasts.



- CPR Kiosk and Kit Demonstration was held on two dates in December. Through a partnership with University of Rochester Medical Center and the American Heart Association, all Monroe County libraries were gifted with CPR demo kits to circulate. Martina Landahl, a nurse educator from URM, held two open houses in the Science Division in December to demonstrate the use of the kits. Several patrons attended each session and were able to do hands-on practice with the portable dummy units. Landahl will return in February for another demonstration session. The CPR kiosk continued to be available for patron and staff use through most of December and will be returning in 2024.
- LawNY hosted a special Heating Energy Assistance Program in the Science division, to help people navigate the online HEAP application. This program brought in 15 visitors.



Outreach/Meetings/Training

- Pellegrino represented the Central Library at a Community Partner Open House at the University of Rochester Medical Center, showing what is available throughout the Library System. The Science Division has many partnerships with the University of Rochester; this open house is related to participation in the Distinction in Community Health program, where medical students come into the Library for a project, which often may include a health clinic for patrons to check vital statistics and make referrals/recommendations.



Grants

- Lily Anthony continues to regularly receive visitors who use the Foundation Center database. At the end of November, the Grants Resource Center moved to the Business Insight Center, as did Anthony. Future reports will come from BIC.

Technology Center, Jay Osborne Reporting

The Technology Center continues to see a high volume of users. Among the most frequent requests for assistance involve printing, document formatting, resume writing, job applications, and accessing social services. Due to an increase in security issues recently, administration is looking into the addition of more security cameras and repositioning of existing ones. In addition, Security presence in this area has been increased.

Programs

Pedro Nunez continues to create novel user experiences for participants in the Tabletop Gaming Group. The attendance has been very consistent since October. One participant in the program reached out to Emily Clasper with heaps of praise for Nunez, commenting *"He is so professional and makes everyone feel comfortable and welcome."*

Staffing Update

Of all the changes and events since the last report, it is the transfer of Ronald Freitag that will have the longest impact. Freitag was one of the original members of the Technology Center's team. He has been helping patrons with computers in one way or another for his entire career at Central. He helped with the design of the Technology Center and visited other libraries to glean design elements that would inform our project. Freitag's experience in providing computer support to our patrons and managing a room full of computers was invaluable. Those experiences significantly contributed to the service model that has made the Technology Center a sustainable operation. As significant as these contributions have been, they are overshadowed by his work ethic and single-minded focus on providing the highest possible quality services to our patrons. As he transitions to his new role in the Outreach Department, we can only be grateful for the impact he had on the Technology Center and wish him well in his new position.

Anecdotes

- The Technology Center is an essential service for many patrons and in many ways. Sometimes those needs are urgent and very time sensitive. We frequently encounter patrons needing to print court documents last minute, needing a resume for an interview later in day, or needing help getting an app working on their phones. There are other users that need longer, more sustained form of support. Two users come to mind. One is an elderly man suffering from some cognitive challenges. His starting point with us was needing an email account. His memory was so poor he could not remember how to log in after several weeks of near daily attempts. After several months he can now open his email accounts and print the messages he needs to keep. It may not seem like significant progress, but for him, this is a huge accomplishment, and he is rightfully proud of the work he has put in to achieve this goal.
- There's another patron who's been coming in for almost a year now, off and on, and sometimes skipping a month at a time. When he first came in, he didn't know anything about computers and just needed assistance completing job applications. He's an older gentleman who had been incarcerated for several years and had gotten behind on technology in general. Over the first few months, we helped him better his life, obtain services and housing, find good employment, and make sure he still had weekends off for his children. We rarely see him anymore, but he always updates us on how he's doing and what he's up to and maintaining that community connection with the library.

Two men with very different histories and on different trajectories, but the Technology Center staff make the time and commit themselves to helping everyone who comes into our space.

Teen Central, Shetora Banks and Jeff Bostic reporting

Programs

- Brittany and Abby from Teen Empowerment stopped in to introduce themselves to us and the teens. They communicated up to date information on services they provide for shelter, counseling, and G.E.D. assistance. They spoke of filling a LGBTQIA staff position and then hiring teens to assist as liaisons in the community.



- The teens participated in a Phase 10 card tournament. The goal of the game is to complete all ten phases, one round at a time. At the end of a round players will add up their score based on the number and type of cards left in their hand. The goal is to have the lowest score at the end of the game. If you don't complete your phase in a round, you must repeat the phase in the next round. The game promotes competitiveness, leveraging alliances, and figuring out probabilities.



- ESPORTS – The Liberators ended the new year with our youngest member streaming for the first time. He hopes to be a professional content creator in the future and is getting his start now.



- AI COMIC BOOKS – Our Issue #0 preview AI Comic is completed and set to be printed. It features the beginning of three of our teen's stories. It displays the potential of AI Comics for self-expression and emotional discovery. One of our teens with anger issues created a character with anger issues who has to deal with hurting his family. [Kids_Mini Comic.pdf](#)



Glowforge – This year, the Glowforge was once again a hotspot for those who neglected to purchase Christmas gifts.



Holiday Photos – ImagineYOU provided free holiday pictures and printouts once again this year. Interested teens were able to learn how to take and print the pictures.



Anecdotes

One of our teens has taken advantage of our portfolio and website creation capabilities to showcase her photography skills. She will also be taking on the Liberator's Secretary role to produce content for our esports team. She has applied to be an official volunteer. Check out her portfolio created using our Adobe Software: shotbyky1.myportfolio.com

	Overdue Items (Daily Fines)			Holds Fees			Printing Fees/page (1 side)			Color		Fax		ILL		Lost Items/Processing				Other		
	J & YA Materials	Adult Materials	Other	\$0.25	\$0.50	\$1.00	None	Other	B&W	Color	3D	B&W	Color	\$5.00	None	Other	Suggested Retail Price	Vendor Retail Price	Processing Fee		Allow replacing item to cover lost fee	Other
Brighton Memorial Library	None	None		X				\$0.20	\$1.00	N/A		\$0.20	\$1.00	\$1.00/Page	X		X		\$5.00	Y- Must be new, must be same format	Patrons can replace missing components to multi-part items at vendor prices.	Missing some labels: \$.50 Missing barcodes: \$.50 Broken AVV cases \$3.00- \$6.00
Brockport Seymour Library	\$0.35	\$0.35						\$0.20	\$0.75	N/A		\$0.20	\$0.75	\$1.00/Page	X		X		\$5.00	N		
Chili Public Library	None	\$0.35		X				\$0.20	\$1.00	\$0.10/gram		\$0.20	\$1.00	\$1.00/Pages; Max \$10.00	X		X		\$5.00	Y- Must be new, must be same format, w/ librarian approval		
East Rochester Public Library	\$0.35	\$0.35		X				\$0.25	\$0.50	\$1.00/hour		\$0.25	\$0.50	\$1.00/Page	X		X		\$5.00	Y		
Fairport Public Library	None	\$0.35					X	\$0.15	\$0.50	N/A		\$0.15	\$0.50	\$1.00	X		X			Y- Must be new, must be approved by the collection librarian		
Gates Public Library	None	\$0.35					X	\$0.20	\$1.00	N/A		\$0.20	\$1.00	\$1.00/Page up to \$10.00	X		X			N	CR & BFR items are librarians' decision for replacement cost	
Greece Public Library	\$0.35	\$0.35		X				\$0.25	\$1.00			\$0.25	N/A	\$1.00/Page	X		X				DVD/BCD- If we can find a replacement disc, we will charge the cost of the disc	
Hamlin Public Library	None	\$0.35		X				\$0.15	\$0.50	N/A		\$0.15	\$0.50	Local fax \$1.00 for 1st page; \$.50 subsequent Long Distance \$2.00 for 1st page; \$1.00 subsequent			X			Y- Must be new item		
Henrietta Public Library	None	None		X				\$0.20	\$0.50	N/A		\$0.20	\$0.50	\$1.00/Page with a max. of \$10.00	X					N	BFRs are set to \$3 (l), \$5 (YA), or \$7 (adult)	
Irondequoit Public Library	None	\$0.35		X				\$0.20	\$1.00	\$2.00 base price + \$1.00/meter		\$0.20	\$1.00	\$1.00/Page	X		X		\$5.00	Y- They must have permission from the Librarian in charge of the collection.		
Mendon Public Library	None	None		X				\$0.20	\$0.50	N/A		\$0.20	\$0.50	\$0.20/Page	X		X		\$5.00	Y- Patron must have permission from the librarian in charge of the collection		
Ogden Farmers Library	None	None		X				\$0.20	\$1.00	\$0.20/gram plus a \$1.00 base cost		\$0.20	\$1.00	\$0.50/Page local, \$1.00/Page long distance, \$10.00 maximum	X			X	\$5.00	Y- must be new copy of the same ISBN		
Parma Public Library	None	None		X				\$0.25	\$0.25	N/A		\$0.25	\$0.25	\$1.50 up to five pages for local, .25/page after that, \$3.00 long distance for up to 5 pages, .25/page after that.	X		X			Y- Must be same format and new		
Penfield Public Library	None	\$0.35		X				\$0.20	\$0.50	N/A		\$0.20	\$0.50	\$1.00/Page	X		X			N	for CR and BFR items, the librarian in charge of the collection decides on a replacement cost.	
Pittsford Community Library	None	\$0.35		X				\$0.20	\$0.50	N/A		\$0.20	\$0.50	\$1.00 for 1st page; \$.50 subsequent	X		X			Y- Must be new and in an identical format to the lost item		
Newman Riga Library	\$0.35	\$0.35						\$0.20	\$0.50	N/A		\$0.20	N/A	None	X		X		\$5.00	Y- Must Discuss With Director		
Rochester Public Library (Central & Branches)	None	None		X				\$0.20	\$0.50	\$1.00/hour		\$0.20	\$0.50	None	X		X		\$5.00	Y- New, same format		
Rush Public Library	None	None		X				\$0.15	\$0.50	N/A		\$0.15	\$0.50	\$0.25/Page			X		\$5.00	Y- They must ask Director for permission. It is a case-by-case basis depending on the item.	Scans: \$0.25/page	
Scottsville Free Library & Mumfords Branch	\$0.35	\$0.35		X				\$0.15	\$0.50	N/A		\$0.15	N/A	\$1.00 for 1st page; \$.50 subsequent	X		X			N		
Webster Public Library	None	None		X				\$0.20	\$1.00	N/A		\$0.25	N/A	\$1.00/Page	X		X			Y- New item and exact replacement		

Document of Understanding Between the Monroe County Library System and Its Member Libraries

January 1, 2022 – December 31, 2024

New York State created library systems to expand the resources of local libraries, enabling them to more effectively utilize local tax revenues to offer quality library services and collections for the benefit of the region served by the library system. This document sets forth the understanding of the relationship between the Monroe County Library System (henceforth “the System” or “MCLS”) and its member libraries.

This document outlines required, essential, and value-added services provided by the System to its member libraries and the requirements placed upon member libraries in order to participate in the System.

I. Required Services

Under New York State Education Law and the Regulations of the Commissioner, the following services and responsibilities are required to be provided by the Monroe County Library System and member libraries, respectively:

A. System Services & Responsibilities

1. The System will maintain and operate a union catalog to support resource sharing among member libraries. (§90.3(4)(h))
2. The System will provide outreach services. (§90.3(m))
3. The Central Library of the System will support the residents in the System Service Area. (§90.4)
4. The System will develop and submit a Plan of Service to the New York State Education Department every five years. (§272) Through the MCLS Directors Council and joint committees, a means will be provided for making policy, service, and financial recommendations for the development and implementation of the System’s Five-Year Plan of Service. An annual Directors Retreat will be held in January where work priorities drawn from the Plan of Service will be evaluated for the prior year and set for the coming year.
5. The System will develop and retain a current Direct Access Policy to establish and ensure the borrowing rights of residents in the geographic area served by the System and its members. (§90.3)

B. Member Library Services & Responsibilities

1. Member libraries will provide privileges to patrons of other member libraries in the System in accordance with the MCLS Direct Access Policy. (§90.3; see Appendix B, “Direct Access Policy”)
2. Member libraries will submit an Annual Report for Public and Association Libraries by the deadline set by the System. (§11.4) Member libraries may be asked to submit additional information to the System to help inform strategic and operational directions, as well as assist other members in decision making.

II. Essential Services

Essential services are services or resources jointly shared and supported between the System and its member libraries. Essential services require a fee or charge to the members, known as the cost share (Appendix B). Members agree to pay an annual cost share to the System as specified in Appendix B. Pending increases in funding beyond the minimum required to support the System, the System will reserve additional funds in the System fund balance or distribute additional funds after the majority approval of member library directors and final approval of the MCLS Board of Trustees. The System fund balance will be used to support system services as needed in future budget cycles.

The System collects revenue via online fine payments. Such revenue, minus transaction charges, is redistributed by the System Finance Office to member libraries twice annually using the same formula as cost shares. This distribution is typically done at the same time as cost share billing. The following services and responsibilities are deemed essential by the Monroe County Library System and its members:

A. Network

1. **Priority Support:** The System will provide access to and support of an Integrated Library System (ILS), the telecommunications infrastructure which supports circulation and patron database management, public catalogs, internet, the System website, ePortal, email, reports, and other functions and services as agreed to by the members.
2. **Equitable Access:** The System and its member libraries will cooperate in an effort to ensure equitable and fair access to the network, internet, and email services among the members.
3. **Bandwidth:** the System will monitor digital transmission bandwidth and will distribute monthly reports to the member library directors. Library Automation Services (LAS) has discretion to increase bandwidth based on its monitoring of digital transmission services. Bandwidth will be increased based on capacity in the current digital transmission contract and available System operational funding.
4. **Opt-In Technology Infrastructure:** the System will identify opportunities for technology infrastructure to provide additional public broadband access, such as community wireless access. Member libraries may opt to participate in technology infrastructure upon agreement to adhere to minimum requirements or standards identified by Library Automation Services and System administration to maintain safe, efficient, and full functionality of the infrastructure.
5. **Services to Small Libraries:** Library Automation Services (LAS) will provide selected services to member libraries which have up to 19 computers on their local area network and a population of fewer than 10,000 residents. Routine maintenance, updates, and weekly backups of small library computers will be set up to run automatically for Windows, spyware, and virus definitions. LAS will have remote access to all computers. System services provided to small libraries include:
 - a) Assistance with the installation of imaged computers and installation of printers, if compatible with the operating system.

- b) Installation of all proprietary software such as CARL and PCRes. LAS will only support software installed on the base image.
- c) LAS staff will provide training on routine computer maintenance for small library directors as necessary.
- d) With help from LAS, small libraries will negotiate an hourly rate for tech help from an outside vendor for computer work that is outside the scope of work listed in this contract.

B. Delivery

- 1. The System will provide delivery service five days a week, Monday-Friday, for interlibrary and System distribution of materials.

C. Staff Development & Consultation

- 1. The System will provide or arrange training and consulting to member libraries on relevant library issues. The System will be available for consultation with member library boards and staff members on relevant library issues and issues pertaining to general management.

D. Advocacy & Communication

- 1. In coordination with state and national professional organizations, the System will provide guidance on national, state, and regional issues.
- 2. The System will form ad-hoc committees to address specific advocacy issues as needed.
- 3. The System will provide outreach and scheduling support to State officials across the System's service area.

E. Consortial Collections

- 1. Member libraries will spend a minimum % of their materials budget on shared content for OverDrive. The percent to spend on e-content for the following year will be reviewed on an annual basis at the March Directors' Council meeting. The System will fund the platform fee for Overdrive.

III. Additional Responsibilities & Expectations

A. System

- 1. The System annual budget for the upcoming calendar fiscal year will be shared in draft form with the members at the April Directors' Council meeting each year. Member input on the budget will be incorporated into the final product, which will be brought to the May Directors' Council meeting for endorsement and to the MCLS Board of Trustees for approval in May.
- 2. The System Director will share monthly board reports with the member directors and will publish notes from the weekly Management Team meetings.
- 3. The System will inform members of New York State grant opportunities and administer any grant applications received from member libraries as well as provide support for appropriate grant programs.

4. The System will ensure that system policies, procedures, meeting minutes, and frequently asked questions are added to the System ePortal and are kept current.

B. Member Libraries

1. Through the MCLS Directors Council (see Appendix D – Directors Council By-Laws), member library directors will participate in System planning for services and funding. Member library directors meet in a retreat each January to review the previous year and plan for the next year.
2. The System Internet Policy will serve as the standard for filtering in Monroe County. Member libraries will display the policy and have computer users acknowledge they have read it before using library computers. This requirement keeps the system in compliance with e-rate funding regulations. Members will also develop their own Internet Safety Policy and have the most up-to-date copy on file with the System (See Appendix E, MCLS Internet Access Policy)

IV. Insurance & Liability

1. Member Libraries shall provide their own insurance as each deems necessary.
2. The System shall be named as an additional insured or shall otherwise recover any damages to equipment owned by the System. The System and the member libraries shall defend, indemnify, and hold each other harmless, including officers and employees, from all liability, loss, damage, attorney's fees, or claims of any character brought because of any injuries or damage received or sustained by any person, persons, or property because the operations of the System or the Library, or because of any act or omission of the System or the Library, or from any Claim under the Workers' Compensation Act.

V. Changes & Amendments

Changes to this document and Appendix B shall require the approval of 2/3 of the boards of the member libraries and the System board. Such changes will be discussed, and language finalized by the Director's Council, after which it will be presented to member library boards. If the member library board approves the changes, that Board President shall sign the amended document. Following the receipt of the amended and signed document of 2/3 of the member library boards, it will be presented to the System board for their approval and signature.

VI. Effective Date & Termination

By signing this document, each member library is renewing membership in Monroe County Library System with all benefits, privileges, and responsibilities as outlined above. This DOU shall become effective January 1, 2022 and will expire December 31, 2024. This is a three-year agreement with the option to renew at the set terms.

It 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. Any member failing to sign this document by March 31 of the calendar year forfeits its System membership.

Member Library

President, Member Library Board of Trustees

(Signature) President, Member Library Board of Trustees

Date

President, MCLS Board of Trustees

(Signature) President, MCLS Board of Trustees

Date

Appendices:

Appendix A – MCLS System Structure & Governance

Appendix B – Direct Access Policy

Appendix C – Cost Shares

Appendix D – Directors Council Bylaws

Appendix E – MCLS Internet Access Policy

Monroe County Library System & Rochester Public Library



Impactful knowledge network

Member Value Report 2022-23

RRLC BRAND PROMISE

Only RRLC unlocks the power of the regional knowledge network. We elevate information services through personal and professional development, vital connections, and shared resources. We support and advocate for our members in order to amplify their impact and value to the community.

Your membership entitles you to multiple benefited including continuing education classes, discounted resources and delivery, participation in statewide digital heritage projects, eligibility for special grant funding, and much more. Highlighted here are some of the ways your organization directly benefited from your membership this past year.

Also included is a summary of the unique benefits that accompany a RRLC membership. Please explore these and reach out to us to learn more about how you or your organization may take advantage of these.

We value you as a member and look forward to ways we can support you further in the future.

YOUR MEMBERSHIP SNAPSHOT

\$15,390

**Action & Innovation
Grant recipient**

\$2,520

**Collections & Access
Grant recipient**

\$328

**in Medical Information
Services Program
funding**

248.25

**Continuing Education
Hours earned by staff**

Membership & Benefits



Impactful knowledge network

The Rochester Regional Library Council is a network of libraries, museums, nonprofits, and cultural heritage organizations in the greater Rochester area. We serve all types of libraries and information-focused organizations in the five counties around Rochester: Livingston, Monroe, Ontario, Wayne, and Wyoming. RRLC elevates information services through personal and professional development, vital connections, and shared resources. We support and advocate for our members in order to amplify their impact and value to the community.

RRLC offers four types of membership:

Full - for libraries with librarians on staff and a materials budget

Affiliate - for smaller institutions without a librarian on staff

Individual - for library students, unemployed, and retired librarians in the region

For Profit - for for-profit companies

We invite you to explore the many member benefits a RRLC membership could provide to you or your organization.

Resource Sharing Services

Access Pass Program: The RRLC Access Pass is a direct borrowing program that enables library users affiliated with a participating library to access materials onsite and borrow directly from another library with which they are not formally affiliated. The program is based on the premise that participating libraries will translate their commitment to cooperation and service into library access for users of other libraries in the region, even though their collections may not otherwise be open to the public.

<https://rrlc.org/sharing/access-pass/>

Available to: Full, Affiliate, and For Profit Members

Contact Leah Matusek: lmatussek@rrlc.org

Materials Delivery Service: In order to ensure quick delivery of library materials, RRLC coordinates delivery services for its member libraries. This service connects the major academic libraries in the region with public and school libraries through their system offices. RRLC provides four delivery options (fees apply).

<https://rrlc.org/sharing/delivery/>

Available to: Full and Affiliate Members

Contact Tina Broomfield: cbroomfield@rrlc.org

Traveling Exhibits: RRLC has three New York Heritage traveling exhibits available for members to borrow and host at their organizations. These physical exhibits are available for a one month loan period. Each exhibit has a companion, online exhibit as well.

<https://rrlc.org/new-york-heritage-traveling-exhibits/>

Available to: Full and Affiliate Members

Contact Leah Matusek: lmatussek@rrlc.org

Membership & Benefits



Impactful knowledge network

RRLC Services

Listservs: RRLC maintains an unmoderated listserv, sharing RRLC news as well as member news. RRLC also maintains various closed listservs related to specific committees, projects, or services. If you are a contributor to a committee, service, or project, RRLC invites you to join a listserv.

<https://rrlc.org/about/listservs/>

Contact rrlc@rrlc.org

Meeting Facilitation & SWOT Analysis: RRLC is able to provide facilitation for your meetings, or facilitation for topic-based conversations and discussions. RRLC can also facilitate a SWOT Analysis for your organization or small group. This process helps you frame a particular issue or problem through the lens of Strengths, Weaknesses, Opportunity, and Threats, and is helpful for decision making and planning purposes.

<http://rrlc.org/member-services/meeting-facilitation-swot-analysis/>

Contact Laura Osterhout: losterhout@rrlc.org

RRLC Training Room: The RRLC training room is located at our office at 3445 Winton Place. The space is available to member use to host meetings, trainings and more.

<https://rrlc.org/rrlc-training-room/>

Available to: Full, Affiliate, and For Profit Members

Contact Leah Matusek: lmatussek@rrlc.org

Borrow Equipment: RRLC members have access to borrow a variety of equipment that supports digitization, collaboration, travel and adaptive solutions.

<https://rrlc.org/services/digital/borrow-equipment/>

Available to: Full and Affiliate Members

Contact Ryan Hughes: rhughes@rrlc.org

Ask the Expert Services

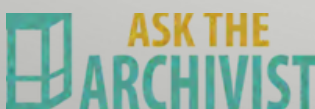


Ask the Lawyer: The Rochester Regional Library Council has acquired the services of an attorney to offer RRLC and its members timely input on intellectual property, digital rights management, vendor contracts, and other legal issues that can impact library operations.

<https://rrlc.org/services/ask-the-lawyer/>

Available to: Full and Affiliate Members

Contact Laura Osterhout: losterhout@rrlc.org



Ask the Archivist: This service is available to provide answers to basic questions regarding archives and special collections. This is a one year pilot program that works in collaboration with the Empire State Library Network and is staffed by archivists at several of the other Councils across the state.

<https://www.esln.org/ask-the-archivist/>

Available to: Full and Affiliate Members

Contact Laura Osterhout: losterhout@rrlc.org

Membership & Benefits



Impactful knowledge network

Digital Services

Rochester Regional Library Council and our partners at the Empire State Library Network want to make it easy for our members to create and share their digital collections.

<https://rrlc.org/services/digital/>

Available to: Full and Affiliate Members

Contact Ryan Hughes: rhughes@rrlc.org



New York Heritage: The history of the Empire State is found here. New York Heritage is a portal for learning about New York State and the place to showcase your institution's unique collections. Share photographs, manuscripts, oral histories and more. <http://nyheritage.org/>



Empire Archival Discover Cooperative (Empire ADC): New York's libraries and museums are home to a wide range of archival, special and historical collections. EmpireADC is home to a growing collection of finding aids to help guide researchers to them. Join EmpireADC to create and publish finding aids from scratch, or contribute your locally created EAD finding aids.

<https://www.empireadc.org/>



New York State Historic Newspapers: Visitors to New York Historic Newspapers get free online access to a wide range of newspapers chosen to reflect New York's unique history. Contributions to the site come from libraries, museums and historical societies. If your institution is interested in contributing a title, or adding missing issues, visit:

<http://nyshistoricnewspapers.org/>



Empire State Immersive Experiences (ESIE): With ESIE you can share 360° images and panorama tours. It's a great way to highlight places, spaces, and events in your community. Create a walking tour. Showcase a unique historic space. RRLC can provide you with the hardware and technical assistance to create and share your 360° digital experience.

<http://esie.space/>



Empire State Library Network Academic Institutional Repository (ESLN AIR): A service designed to showcase the intellectual and creative works of New York's academic institutions. Through our shared search site and our partner's individual repositories, you can discover original research, teaching materials, and important collections from across New York State. We've partnered with Ubiquity Press to provide an easy, flexible platform to house your institution's public, private, and embargoed works at a fraction of the cost of competitors.

<http://www.esln.org/empire-state-immersive-experiences/>

Membership & Benefits



Impactful knowledge network

Grant Opportunities

RRLC offers a variety of grant opportunities throughout the year to help members improve their services and build capacity. Each opportunity is unique and offers its own set of requirements.

<https://rrlc.org/services/grant-opportunities/>

Available to: Full and Affiliate Members

Contact Laura Osterhout: losterhout@rrlc.org

RRLC Capacity Building Grant: We believe in our members and we help them build capacity in order to better fulfill their missions. RRLC will collaborate with local agencies to provide capacity building assistance in the areas of brand development, board development, values development, marketing, communication, fundraising planning, and more.

<https://rrlc.org/grant-opportunities/rrlc-causewave-capacity-building-grant/>

Special Project Grants: We offer special project grants to members who want to undertake a project that will help the organization fulfill its mission; projects with a potential impact on the larger RRLC community are given first priority. <https://rrlc.org/grant-opportunities/rrlc-special-projects-grant/>

Action & Innovation Grant: This grant supports projects that take action on issues impacting the community served by an organization. Projects that take action in an innovative way or are in collaboration with other RRLC members or community organizations are preferred for this grant.

<https://rrlc.org/services/grant-opportunities/action-innovation-grant/>

Collections & Access Grant: This grant supports member projects that improve access to collections. Projects must make collections more accessible and freely available to end users, preferably through one of the ongoing statewide projects. Projects that highlight underrepresented voices receive priority consideration.

<https://rrlc.org/services/grant-opportunities/collections-access-grant/>

Internship Grant: RRLC provides a grant to a host organization that helps to introduce students to the wide variety of career opportunities in libraries, archives, and cultural heritage organizations, and help provide meaningful work experience that builds professional skills.

<https://rrlc.org/services/grant-opportunities/internship-grants/>



Harold Hacker Fund for the Advancement of Libraries: Each year the Friends & Foundation of the Rochester Public Library (FFRPL) offers a grant opportunity for Rochester area libraries who want to further education and professional development for library staff or to implement innovative library projects and programs. RRLC administrates this grant on behalf of the FFRPL.

<https://rrlc.org/services/grant-opportunities/harold-hacker-fund-for-advancement-of-libraries/>

Membership & Benefits



Impactful knowledge network

Continuing Education Opportunities

RRLC provides extensive training for librarians and library staff at RRLC member libraries and library systems. Most classes are offered free of charge and are held online, via Zoom, or at RRLC's Training Center. RRLC welcomes comments and feedback on training opportunities! RRLC members have the ability to request or propose training ideas.

<https://rrlc.org/training/about/>

Available to: Full, Affiliate, For Profit, and Individual Members

Contact Tina Broomfield: cbroomfield@rrlc.org

RRLC Classes & Events: we offer a variety of training classes and webinars throughout the year on a wide range of topics impacting libraries, museums, and cultural heritage organizations.

<https://rrlc.org/events/>

Classes & Events from Across the State: as a member of RRLC, you are able to attend training classes & events from our sister library councils across the state, most of which are free to RRLC members. See the Empire State Library Network events calendar for details and upcoming events.

<https://rrlc.org/esln-ce-calendar/>



Treehouse Online Learning: Treehouse is an online learning platform focusing on developing technical skills, with over 200 courses available on-demand. The platform offers beginner to advanced courses in topics such as web design, game development, user experience design, and more! New courses are added every Wednesday.

<https://rrlc.org/training/online-learning/>



Skillshare Online Learning: Skillshare is an online learning platform with over 20,000 classes in design, business, tech, and more. New courses are added frequently.

<https://rrlc.org/training/online-learning/>



Library Juice Academy: RRLC offers a 20% off discount to Library Juice Academy for RRLC members.

<https://libraryjuiceacademy.com/>

Membership & Benefits



Impactful knowledge network

These are just some of the benefits available to you or your organization as a member of the Rochester Regional Library Council. We look forward to working with you, and encourage you to contact any of our staff with questions.

Rochester Regional Library Council
3445 Winton Pl
Suite 204
Rochester, NY 14623
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585.223.7570

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Executive Director
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Ryan Hughes
Digital Services Manager
rhughes@rrlc.org
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RRLC ANNUAL SNAPSHOT 2023

Only RRLC unlocks the power of the regional knowledge network. We elevate information services through personal and professional development, vital connections, and shared resources.

2023

ANNUAL SNAPSHOT

PROGRAMS & SERVICES

DETAILS

OUTCOMES

Regional & Statewide Materials Delivery

Affordable resource sharing platforms and materials delivery

- Saved many RRLC members thousands of dollars through negotiation with Empire Library Delivery & regional delivery courier

Collaborative continuing education

Free on-demand, online, & in person training

- Thousands of people attended RRLC and ESLN sponsored training

Coordinated Collection Development Aid

Support collection purchases among academic library members

- \$100,000 in CCDA funding provided to RRLC members last fiscal year

Medical Information Services Program

Supports interlibrary loan costs for medical information

- \$22,500 in MISP funding provided to RRLC members last fiscal year

Hospital Library Services Program

Supports library services for hospitals without a library

- \$62,500 in HLSP funding provided to RRLC members last fiscal year

FUNDING SNAPSHOT

\$175,466

GRANTS MADE TO MEMBERS

\$165,439

MEMBER PROGRAMS & SERVICES EXPENSES

6

Academic libraries with new Institutional Repositories

1,267

People attending RRLC classes

191,603

Pageviews of RRLC member collections on New York Heritage

By bringing together diverse knowledge and resources, we amplify the impact of everyone within our network. We help members achieve their goals, and make it possible to have an impact greater than one organization could achieve alone.

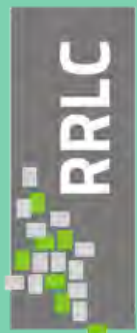
ACKNOWLEDGEMENTS

Thank you our staff, Board of Trustees, Members, and our colleagues across the state and beyond. We look forward to working with you in 2024!

ROCHESTER REGIONAL LIBRARY COUNCIL

585.223.7570

55 rrlc.org



MCLS Circulation

Town Libraries				
	Nov 2023	Nov 2022	+/-	%
Brighton	40,192	38,257	1,935	5.1%
Seymour	10,354	9,887	467	4.7%
Chili	15,228	15,859	(631)	-4.0%
East Rochester	3,122	3,071	51	1.7%
Fairport	47,702	46,849	853	1.8%
Gates	17,574	17,101	473	2.8%
Greece	38,504	36,335	2,169	6.0%
Hamlin	4,014	3,576	438	12.2%
Henrietta	33,409	33,735	(326)	-1.0%
Irondequoit	32,338	31,941	397	1.2%
Mendon	7,044	6,912	132	1.9%
Newman Riga	1,586	1,753	(167)	-9.5%
Ogden	9,062	8,682	380	4.4%
Parma	6,040	5,848	192	3.3%
Penfield	31,298	29,904	1,394	4.7%
Pittsford	40,979	37,984	2,995	7.9%
Rush	2,544	2,457	87	3.5%
Mumford	571	486	85	17.5%
Scottsville	2,052	1,757	295	16.8%
Webster	31,227	30,945	282	0.9%
<i>Town Total</i>	<i>374,840</i>	<i>363,339</i>	<i>11,501</i>	<i>3.2%</i>
<i>RPL Total</i>	<i>62,956</i>	<i>62,831</i>	<i>125</i>	<i>0.2%</i>
MCLS Total	437,796	426,170	11,626	2.70%

MCLS Circulation

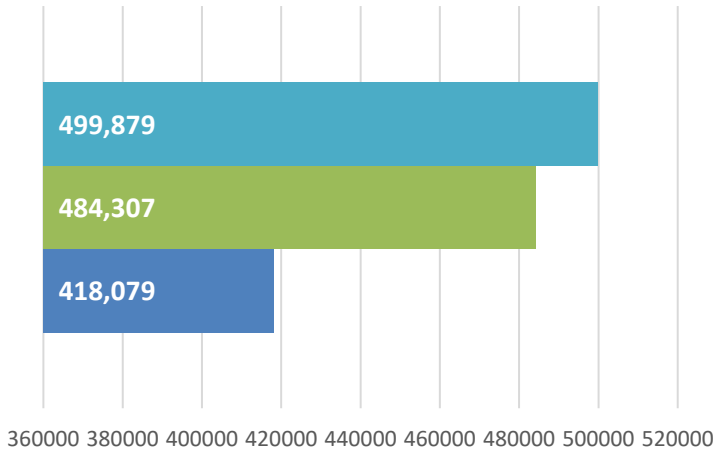
Town Libraries				
	Dec 2023	Dec 2022	+/-	%
Brighton	40,233	36,452	3,781	10.4%
Seymour	9,961	9,475	486	5.1%
Chili	14,657	14,226	431	3.0%
East Rochester	3,129	3,265	(136)	-4.2%
Fairport	45,101	43,178	1,923	4.5%
Gates	16,270	16,095	175	1.1%
Greece	36,602	34,400	2,202	6.4%
Hamlin	3,607	3,469	138	4.0%
Henrietta	30,625	31,291	(666)	-2.1%
Irondequoit	30,618	30,051	567	1.9%
Mendon	6,833	6,687	146	2.2%
Newman Riga	1,541	1,599	(58)	-3.6%
Ogden	8,360	8,008	352	4.4%
Parma	6,037	5,829	208	3.6%
Penfield	30,555	28,996	1,559	5.4%
Pittsford	39,944	35,823	4,121	11.5%
Rush	2,387	2,390	(3)	-0.1%
Mumford	355	354	1	0.3%
Scottsville	2,018	1,895	123	6.5%
Webster	27,994	29,164	(1,170)	-4.0%
<i>Town Total</i>	<i>356,827</i>	<i>342,647</i>	<i>14,180</i>	<i>4.1%</i>
<i>RPL Total</i>	<i>63,064</i>	<i>61,804</i>	<i>1,260</i>	<i>2.0%</i>
MCLS Total	419,891	404,451	15,440	3.8%

RPL Central Statistics YTD

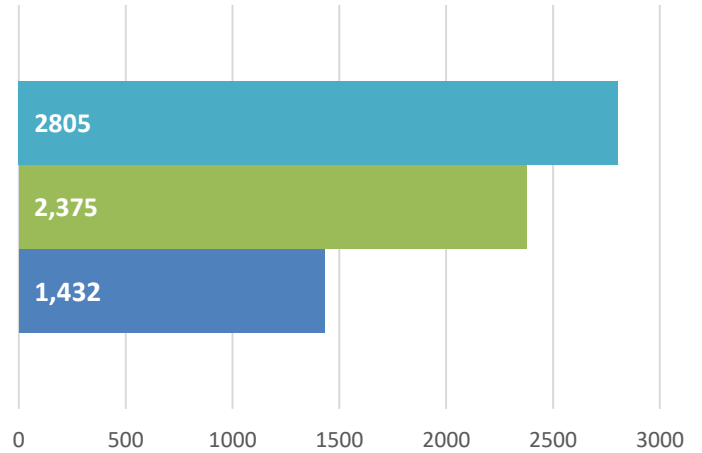
Jan--Nov



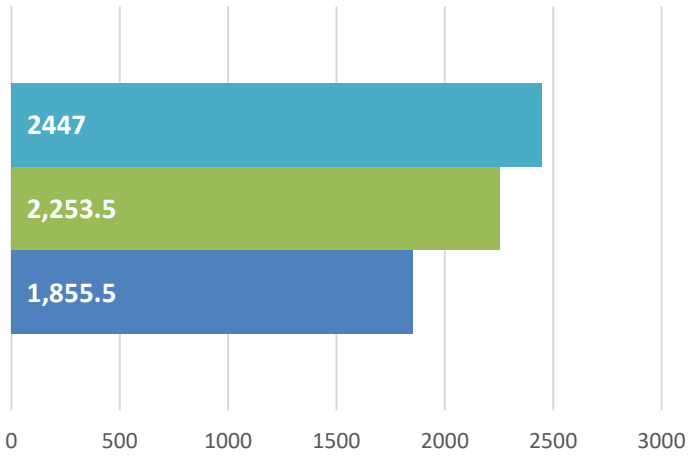
CIRCULATION



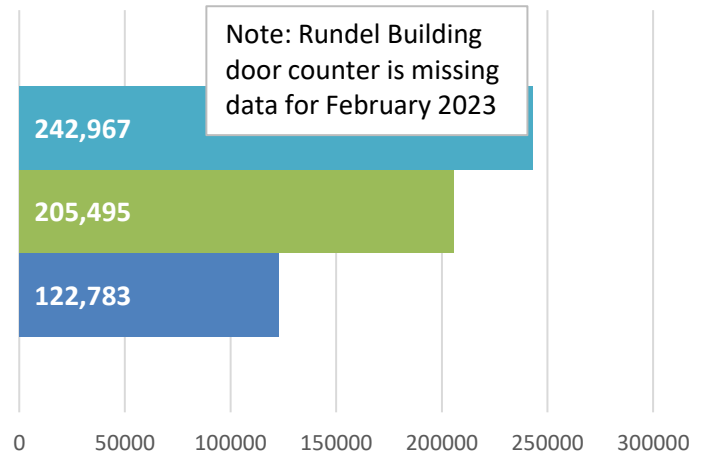
LIBRARY CARDS



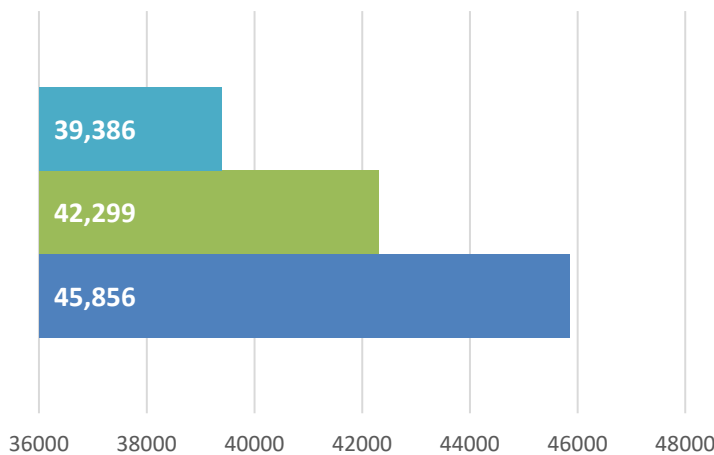
SERVICE HOURS



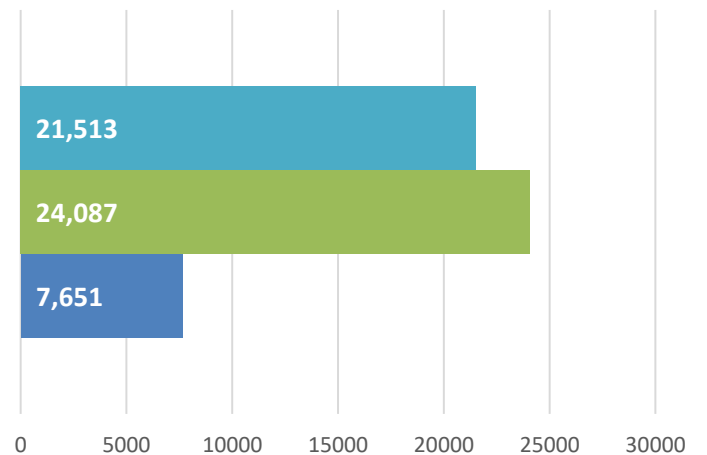
VISITS



REFERENCE QUESTIONS



NON-REFERENCE

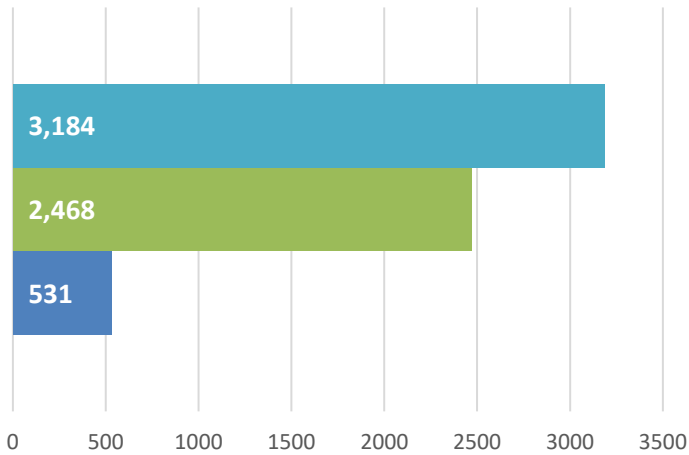


RPL Central Statistics YTD

Jan--Nov



NOTARY



DEFINITIONS

Circulation: Includes the circulation of all library materials both over the desk and virtual/e-content.

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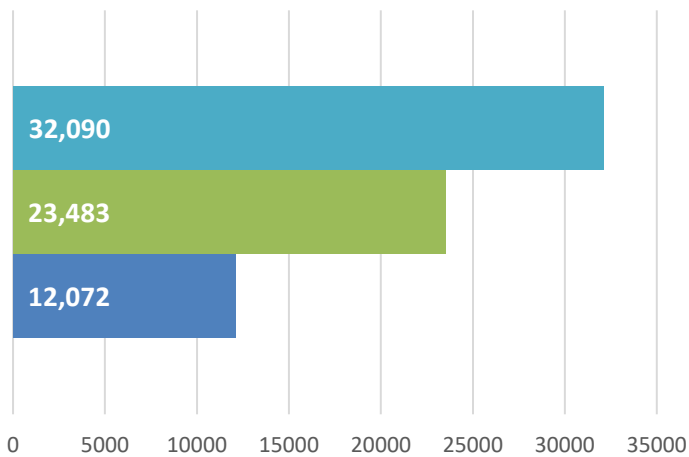
Computer Hours: Hours patrons used the public PCs.

WiFi Uses: Number of log-ins to the public WiFi.

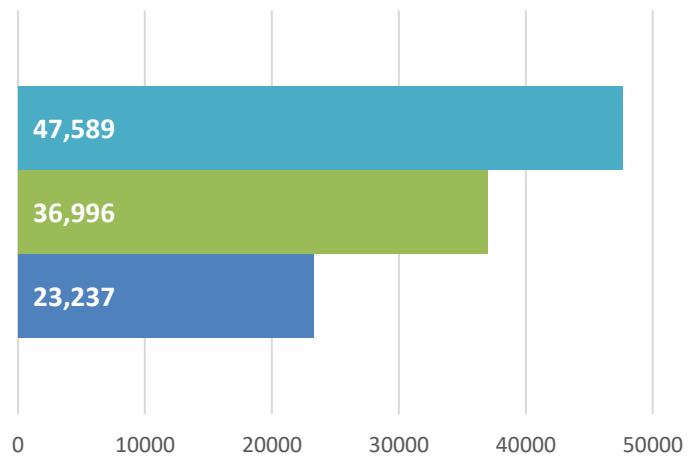
Group Programs: In-person and online programs. Excludes one-on-one programs and take-n-make.

Program Attendance: Attendance at Group Programs. Excludes staff and presenters.

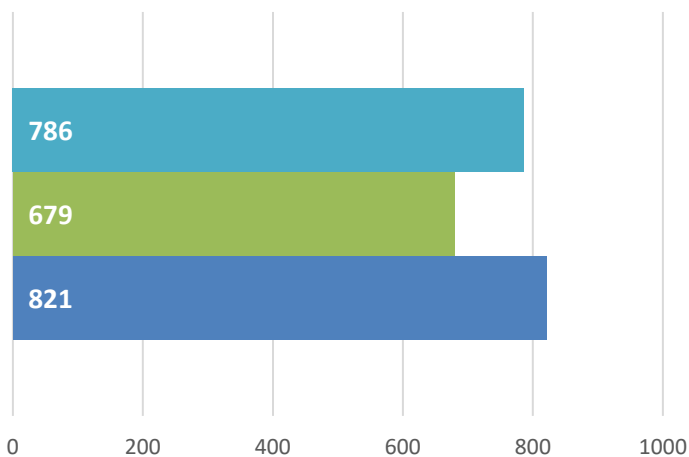
COMPUTER HOURS



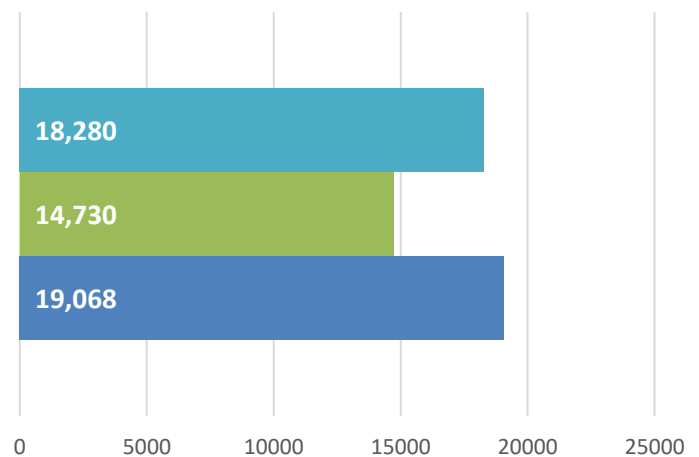
WIFI USES



GROUP PROGRAMS



PROGRAM ATTENDANCE

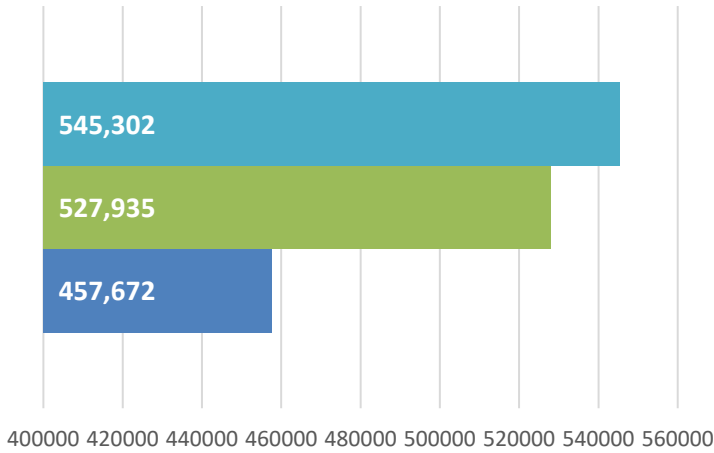


RPL Central Statistics YTD

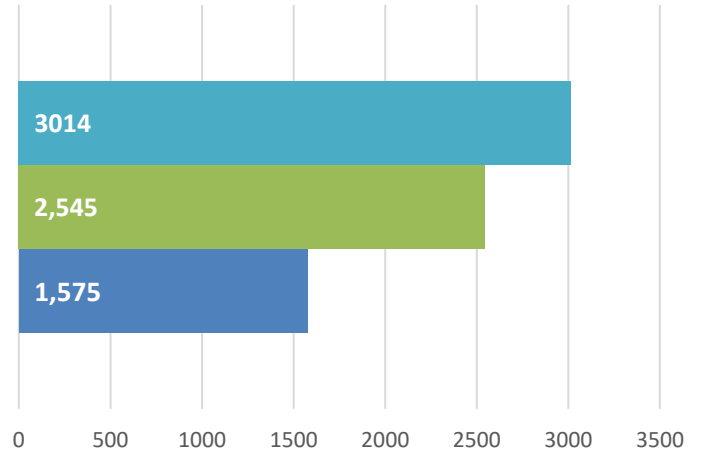
Jan--Dec



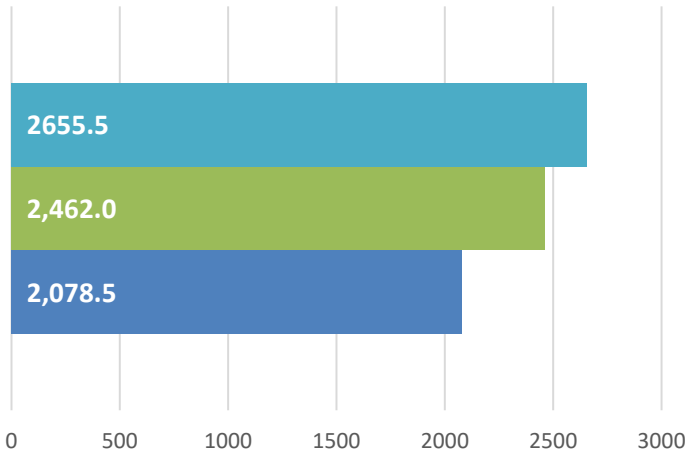
CIRCULATION



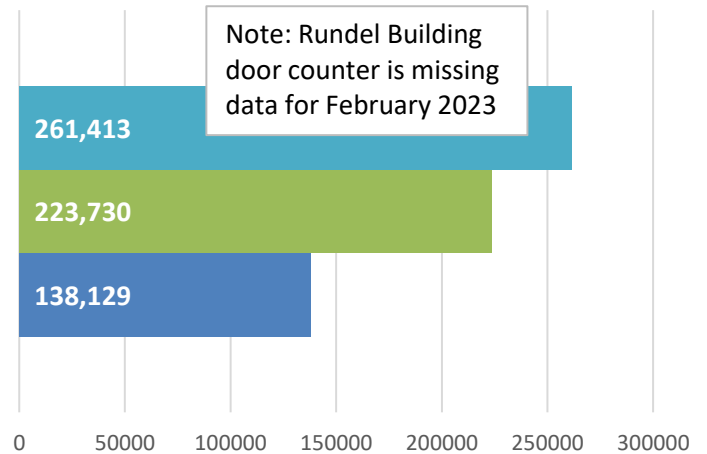
LIBRARY CARDS



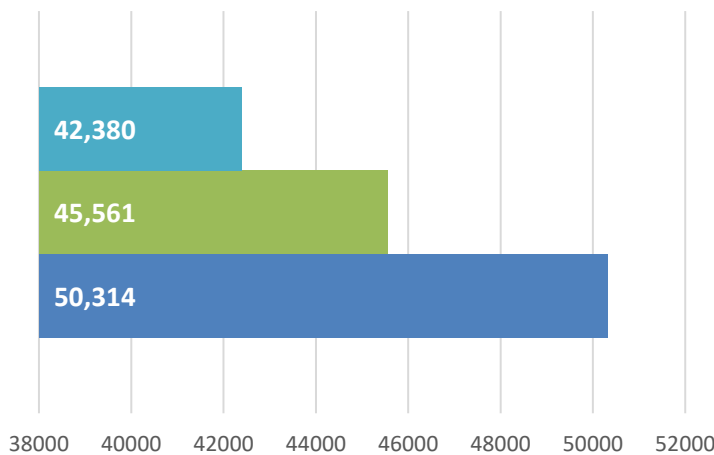
SERVICE HOURS



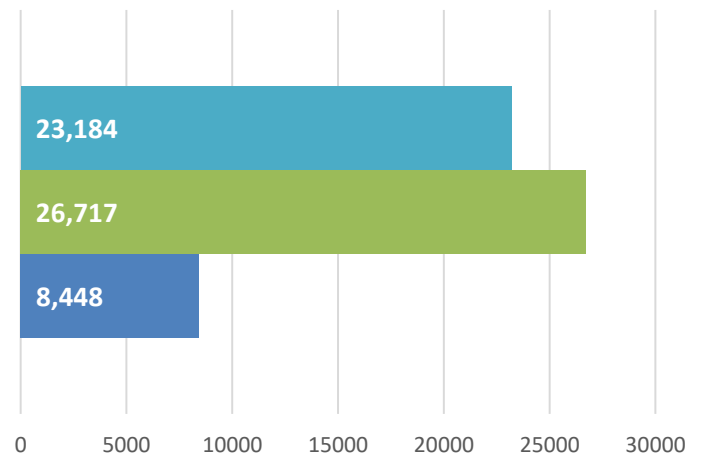
VISITS



REFERENCE QUESTIONS



NON-REFERENCE

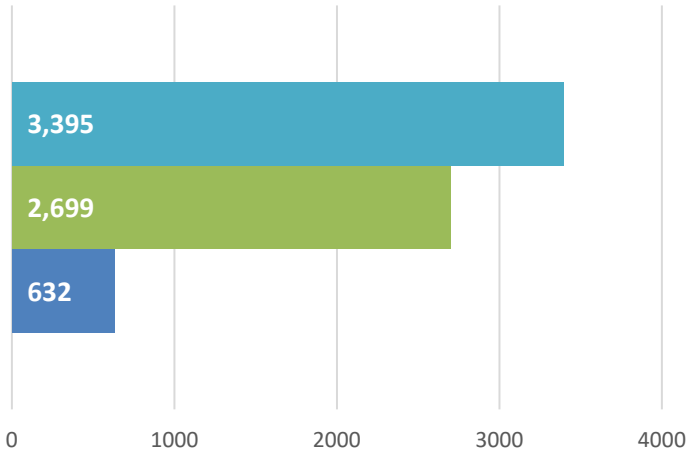


RPL Central Statistics YTD

Jan--Dec



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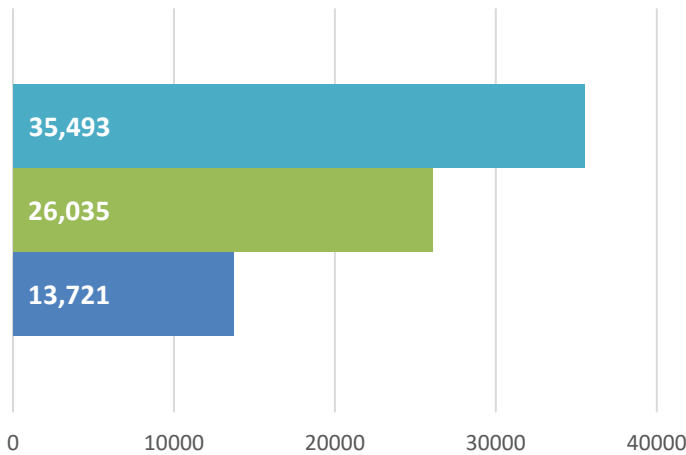
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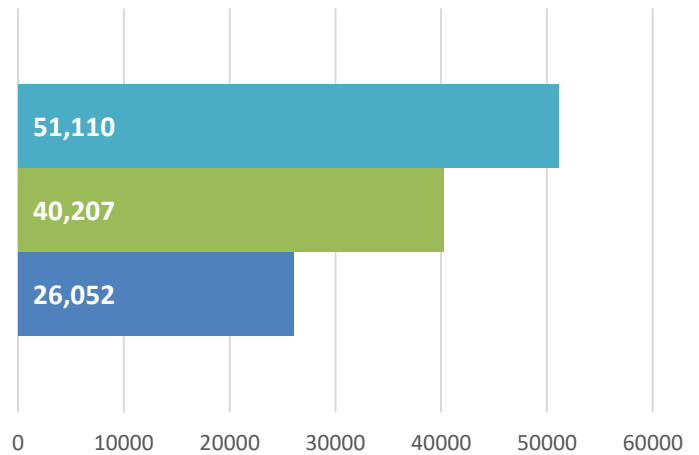
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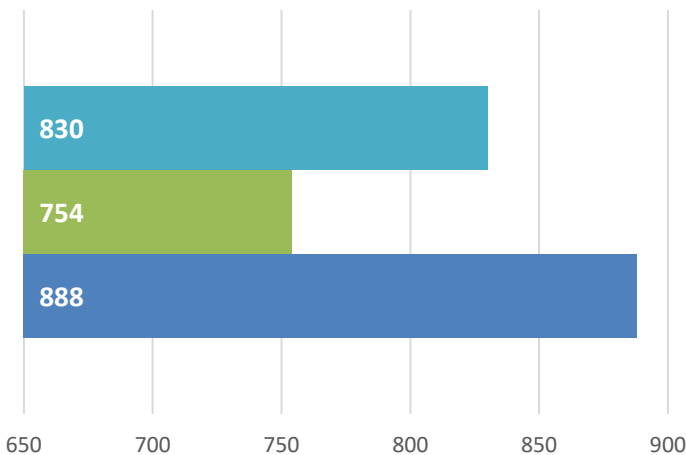
COMPUTER HOURS



WIFI USES



GROUP PROGRAMS



PROGRAM ATTENDANCE

