
RPL Trustees Excused: C. Conklin, A. Drury

Staff and Guests: City law department liaison Johanna Brennan, Esq.; FFRPL liaison, N. Davis; staff members B. Harrison, A. Suro, A. Traub, P. Uttaro D. Mansour

Call to Order

Ms. Baynes called the meeting to order at 9:01 a.m., confirmed a quorum was present, and welcomed trustees, staff, and guests.

Public Comments

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

Meeting Minutes

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin to approve the minutes of the meeting held on November 20, 2019, as presented. THE MOTION PASSED UNANIMOUSLY.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period November 9, 2019 – January 10, 2020 and reviewed the highlights with trustees. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin to approve the Personnel Changes as presented. THE MOTION PASSED UNANIMOUSLY.

Financial Reports

Ms. Harrison called attention to the monthly financial summaries and expense reports for November and December 2019 and answered several questions. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Ms. Salluzzo to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Permission to Close Rundel Early on May 15

Ms. Uttaro explained that the Greater Rochester Teen Book Festival organizers have asked to hold their author dinner in Hacker Hall on Friday, May 15. Set up for the dinner requires closing the first floor of Rundel at 3:00 p.m.
A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Martinez to close the first floor of Rundel at 3:00 p.m. on Friday, May 15, 2020. THE MOTION PASSED UNANIMOUSLY.

**RPL FY19 Audit**

Ms. Harrison reminded trustees that they received the full audit report and the tax filing via email. She noted that we once again had a clean audit report. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton to accept Freed Maxick’s audit of the 2018-19 fiscal year. THE MOTION PASSED UNANIMOUSLY.

**Agreement, Foodlink Career Fellowship**

Ms. Harrison reviewed the highlights of the agreement, answered questions, and thanked Ms. Brennan for her assistance in the process. In response to a question she stated that Foodlink should not be ready to open for business in the café space prior to June 15, 2020. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Hamilton to approve a facility use agreement with Foodlink, Inc. for the terms and services outlined. THE MOTION PASSED UNANIMOUSLY.

**Grant Acceptance, Eastman School of Music Arts In the Loop Program**

Ms. Harrison reviewed the details of the project. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Salluzzo to approve acceptance of an Eastman School of Music grant award of $2,500 for the purpose and services described. THE MOTION PASSED UNANIMOUSLY.

Ms. Benjamin joined the meeting at 9:14 a.m.

Ms. Uttaro introduced Mr. Brandt as the new liaison from the MCLS Board.

**Agreement, Early Literacy Training**

Ms. Uttaro reviewed the highlights of the agreement. A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Hamilton to approve an agreement with the Children’s Institute, for an amount not to exceed $1,600, for the services described. THE MOTION PASSED UNANIMOUSLY.

**Approval of MCLS-RPL Services Agreement**

Ms. Uttaro explained that the recommendation is to approve the agreement for a one-year term rather than the typical three-year term. The rationale is that the Document of Understanding between the MCLS system and the member libraries has an expiration of December 31, 2020 and will be reviewed and likely revised this year. Changes in the Document of Understanding may necessitate corresponding language in the Services Agreement. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton to approve an MCLS-RPL Services Agreement for the period January 1, 2020 to December 31, 2020. THE MOTION PASSED UNANIMOUSLY.

**Proposed Bylaw Amendments**

Mr. Karin explained that the presented changes to the bylaws will correct an inconsistency regarding the timing of the election of officers. This will come to the Board as an action item at the next meeting.
Vendapin Agreement Termination

Ms. Harrison explained that the agreement with Vendapin, which provides vending card services and terminals for public printing, will be terminated in March 2020. The services will no longer be needed once the new Technology Center is completed.

Friends and Foundation of Rochester Public Library (FFRPL)

Mr. Davis offered to answer any questions on his written report. He reported that he has been elected to a second three-year term on the Board of Trustees of United for Libraries, a division of the American Library Association.

Rochester Public Library Liaison to the Monroe County Library System (MCLS) Board

Mr. Lovenheim reported that the MCLS Board elected Marjorie Shelly as president to replace retired trustee Mary Joyce D’Aurizio. In addition, they appointed Lois Giess and Rachel DeGuzman to fulfill the terms of retired trustees George Wolf and Mary Joyce D’Aurizio. They approved the financial claims, a Professional Services Agreement with CampbellNet, and the MCLS-RPL Services Agreement.

Rochester Public Library Liaison to the Rochester Regional Library Council (RRLC)

Ms. Baynes noted that with George Wolf’s retirement, there is a vacancy for this liaison position. Ms. Uttaro agreed to send out the requirements of the position to the trustees.

Director’s Report

Ms. Uttaro offered to answer any question on her written report. She reported that Adam Bello, the new County Executive, is coming to Central Library on February 12, from 10:00 – 11:30 for an initial orientation and tour of the facilities. Then, tentatively schedule for March 18, 2020, Central Library would host an orientation over breakfast for the new Monroe County legislators and additional staff from the administration. In addition, she is working with Mr. Traub and Laura Osterhout, RRLC’s Executive Director, and they may hold a joint press conference sometime in March regarding library legislative aid and the governor’s proposed cuts in state aid. Next she reported that it is projected that 3000 students will be without summer learning programs this year due to reductions in Rochester City School District programs. Ms. Uttaro is working with Dr. Reeves and Ms. Burton to prepare RPL libraries with additional programs and services to accommodate the expected influx of children. The Friends and Foundation of Rochester Public Library are working to find community financial support for the Literacy Aid program that has been funded by Rochester City School District in the past but is not expected to be funded by them this year. In addition, Summer Reading programs are being reviewed to find ways to accommodate additional readers this summer.

Central Library

Mr. Traub provided an update on the current legislative advocacy visits. He reported that in-district meetings are going well and reception from the legislators has been positive. He reviewed the schedule of upcoming meeting. Further, Mr. Traub explained that there will not be a bus to take people to Library Advocacy Day in Albany this year because the MCLS staff who would normally organize and accompany the bus will all be in Albany prior to Advocacy Day.

Regarding the boycott of Macmillan in response to the publisher’s e-book embargo, Mr. Traub reported on some libraries’ recently published analysis. According to the report, approximately 1600 library locations have
joined the boycott. This represents library services to 14% of the U.S. population. The financial projections derived show the impact on Macmillan will be to create a loss for them rather than the gain that Macmillan is hoping to create by pushing readers to buy eBooks that are not available at libraries. Next, he reported that John Sargent, Macmillan CEO, held an “Ask Me Anything” session at the recent American Library Association Midwinter Meeting. Media reports indicate that the session was not well received and was contentious at times. Mr. Sargent stated that Macmillan will not be reversing the embargo at this time and they are still waiting for additional financial results. Mr. Traub noted that Oprah Winfrey’s upcoming book club selection will be published by Macmillan and will likely have patrons inquiring about its availability. Mr. Hamilton asked for clarification if the library has a digital asset management system as mentioned in the Local History section of the Director’s Report. Ms. Uttaro explained that there is no digital asset system and the team mentioned in the report have been working for some time to develop something. Mr. Hamilton then asked about the RIT Design Students Hyperspace presentation for Central Library’s Secret Room. Ms. Harrison explained that this week-long event happens every year and that the winning project will be used as a starting point for the redesign of the Secret Room.

**Branch Libraries**

Ms. Uttaro offered to answer any question on the Branch report. Ms. Benjamin commented on how impressed she was with the Summer Learning Report that had been provided. Mr. Hamilton asked for more information in the 2020 Census. Ms. Uttaro reported that she is on the joint City & County Complete Count Committee. The information coming from the Federal Government regarding Census and funding available to assist with the Census has been volatile. As an example, funding application deadlines were announced but applications were never published. The City of Rochester has appropriated approximately $50,000 to support the purchase of 20 dedicated computers to help support the collection of census data throughout Central Library and branches, as well as programming to facilitate engaging the public to take advantage of the Census resources at the libraries. Mr. Hamilton noted the success of the Job Fair at the Arnett Branch Library. Ms. Harrison provided an update on the CASH program at the Central Library in response to a question from Mr. Lovenheim. Ms. Uttaro then explained the Roc Your Refund pilot program from the City of Rochester which is designed to provide matching funds and financial counseling for eligible participants who agree to save a minimum of $200 from their federal tax refund. Mr. Brandt pointed out a mention of recently retired librarian Steve Nash, and praised his work and contributions, especially to the Veteran communities in Monroe County.

**Other Business**

Ms. Uttaro informed everyone that there will be a proclamation made to honor retired trustee George Wolf at the February 11 County Legislative Meeting.

**Adjournment**

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Salluzzo to adjourn the meeting at 10:05 a.m. THE MOTION PASSED UNANIMOUSLY.

*Dan Karin, Secretary*