



Rochester Public Library

More Than You Think

115 South Avenue | Rochester | New York | 14604

Meeting of the Board of Trustees via Teleconference September 22, 2021 Minutes

RPL Trustees Present: K. Baynes, D. Benjamin, G. Brandt, A. Drury, S. Futch, G. Gardner, R. Hamilton, D. Karin, J. Lovenheim, S. Salluzzo (quorum present)

RPL Trustees Excused: C. Conklin

Staff and Guests: Mayor's Office liaison, James Smith; City Council liaison, Mitch Gruber; FFRPL liaison, D. Borgus; staff members B. Harrison, M. Lewis, C. Ridarsky, A. Traub, P. Uttaro, D. Mansour

Call to Order

Ms. Benjamin called the meeting to order at 9:02 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. Gardner to approve the minutes of the meeting held on August 25, 2021, with a correction to the library mentioned in the Community Libraries Report as having an anniversary. The correct library is Phillis Wheatley, not Winton. THE MOTION PASSED UNANIMOUSLY.

Personnel Changes

On behalf of Ms. Suro, Ms. Uttaro called attention to the personnel changes and staffing levels for the period August 9, 2021, to September 10, 2021, and reviewed the changes with trustees. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton 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 August 2021. She reviewed the highlights with the trustees. Due to some posting errors with the city, she will not share the year-end reports until October. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Mr. Hamilton to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement for Tutoring at Phillis Wheatley Community Library

Ms. Lewis explained that the correct amount for the tutoring agreement is \$6,090. AN AMENDED MOTION WAS MADE BY Ms. Drury AND SECONDED BY Mr. Hamilton to approve a professional services agreement not to exceed \$6,090 with Barbara Brody. In response to a question, Ms. Harrison explained that several other branches use tutors and that patron utilization over the years has determined which branches offer tutors. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement for Archival Services

Ms. Uttaro introduced the action item. Ms. Ridarsky further explained that Mr. Elsbree is local, is a recent graduate of SUNY Brockport, and will be hired as a contract archivist to manage an inventory of urban renewal records. In this role, Mr. Elsbree will supervise one college intern. The project is part of a statewide initiative being funded through the NYS Archives Partnership Trust by a grant it received from the National Endowment for the Humanities. A MOTION WAS MADE BY Mr. Brandt AND SECONDED BY Mr. Hamilton to approve a professional services agreement not to exceed \$1,920 with John Elsbree. THE MOTION PASSED UNANIMOUSLY.

NYSED Grant Approval Amendment, Lincoln Branch

Ms. Harrison reviewed the action item. There were no questions. A MOTION WAS MADE BY Ms. Benjamin AND SECONDED BY Ms. Salluzzo to accept additional funds of \$184,935 from the NYSED Division of Library Development for a total of \$1,184,935. THE MOTION PASSED UNANIMOUSLY.

RPL Code of Conduct Revision

Ms. Uttaro explained that the language approved by the Board in August was not consistent with the intention of the Board. The request is for a modification to section 13 to read: "Bicycles, rollerblades, skateboards, and scooters may not be ridden in library buildings. Bicycles and scooters must be secured outside the building." Mr. Gruber asked to be informed if any of the branch libraries have insufficient bike racks. A MOTION WAS MADE BY Mr. Karin AND SECONDED BY Mr. Hamilton to approve modification of section 13 of the RPL Code of Conduct as presented. THE MOTION PASSED UNANIMOUSLY.

Family Search Agreement

Ms. Uttaro reminded trustees that at the August meeting, the Board approved an agreement with Family Search to provide digitization services for the Local History & Genealogy Division and members of the public. Trustee Lovenheim objected to the agreement given the relationship between Family Search and the LDS Church. While the motion to approve the agreement passed, with Trustees Lovenheim and Baynes voting no and Trustee Hamilton abstaining, additional reservations were raised by trustees after the meeting and a request was made to revisit the action. A substantial discussion was had regarding the relationship between Family Search and the LDS Church. Mr. Traub, Ms. Uttaro, and Ms. Ridarsky shared more information on the processes and policies of Family Search and the LDS Church. Several trustees shared their personal experiences and reservations relating to doing business with an entity so closely tied to the LDS Church. A MOTION WAS MADE BY Ms. Benjamin to hold the execution of the agreement with Family Search and postpone a new vote until October 2021, to allow trustees more time to consider their votes. THE MOTION PASSED UNANIMOUSLY.

Ms. Baynes left the meeting at 10:03 a.m.

Lease Agreement, Lincoln Branch

Ms. Harrison reviewed the action item. The City/Library is proposing a term of five years beginning October 15, 2021, and ending October 14, 2026. The annual rent for the lease for the initial year would be \$24,000 payable in monthly installments of \$2,000. This lease rate was established by an independent appraisal, as required by City Charter. Annual increases will be the lesser of the change in CPI-U for the Mid-Atlantic Region or 2%. One five (5) year renewal option will be included in the agreement. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Salluzzo to approve a lease agreement with the South Wedge Food Pantry for the terms described, pending additional approval by Rochester City Council. THE MOTION PASSED with Mr. Karin ABSTAINING.

CSEA Labor Agreement

Ms. Uttaro drew everyone's attention to the item which was in a handout addendum to the materials packet. She reviewed the highlights of the changes. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Benjamin to approve the proposed Agreement with CSEA. THE MOTION PASSED UNANIMOUSLY.

RPL Board of Trustee Committee Assignments 2021-2022

Ms. Benjamin presented the following slate of committee appointments for this fiscal year:

1. Nominating Committee: Carolee Conklin, Dan Karin, Gary Brandt, Donna Benjamin (ex officio)
2. Finance Committee: Dick Hamilton, John Lovenheim, Katie Baynes, Donna Benjamin (ex officio)
3. Personnel Committee: Glenn Gardner, Sharon Salluzzo, Shawn Futch, Donna Benjamin (ex officio)
4. Facilities (merges Branch Planning and Facilities into a single committee): Alinda Drury, Dick Hamilton, Gary Brandt, Katie Baynes, Donna Benjamin (ex officio)
5. FFRPL Liaison: Dick Hamilton
6. MCLS Board Liaison: John Lovenheim

A MOTION WAS MADE BY Mr. Karin AND SECONDED BY Mr. Lovenheim to approve the proposed slate of board committee appointments for 2021-2022. THE MOTION PASSED UNANIMOUSLY.

Friends and Foundation of Rochester Public Library (FFRPL)

Ms. Borgus reviewed her written report and offered to answer any questions. Mr. Lovenheim commented that Constellation Brands upcoming move of their headquarters from Victor, NY to downtown Rochester makes them an excellent prospective donor to the FFRPL.

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

Mr. Lovenheim reported that the MCLS Board approved library construction aid to the Greece Public Library and the RPL for the Lincoln Branch renovations. Next, he reported that the MCLS Board will be replacing the fleet of delivery trucks over the next several years.

Director's Report

Ms. Uttaro asked trustees to contact Ms. Mansour if they would like business cards. She also informed them that name tags will be produced for them to use at events. Next, she asked for volunteers to spend time looking at the RPL Strategic Plan. Ms. Benjamin, Ms. Futch, and Ms. Salluzzo volunteered. Lastly, she offered to answer questions about her written report.

Central Library

Mr. Traub offered to answer any questions about his written report. He highlighted the work of the Business Innovation Center (BIC) for looking at the changing marijuana laws. Many entities are looking at these changes through an equity lens and BIC is working hard to connect entrepreneurs and other agencies in this new field. He also reported that RRLC has re-launched its Access Pass Card program which allows MCLS patrons to gain access to other non-public libraries, e.g., college and university libraries. Lastly, he encouraged everyone to follow the links in the written report to view examples of the multi-media projects done in the ImagineYou Lab over the summer.

Community Libraries

Ms. Lewis reported that Evanna DiSalvo will be leaving her position as the New American's Librarian at the Maplewood Community Library to take the role of Site Supervisor at the Frederick Douglass Community Library. Recruitment for her replacement will commence soon. She then reported that Matthew Seidel, a Library Assistant at the Lincoln Branch was accepted into the New York Library Association's Developing Leaders Program. Lastly, she offered to answer any questions about her written report.

Other Business

None.

Executive Session

Hearing no objections, Ms. Benjamin moved the meeting into Executive Session at 10:28 a.m. to discuss preliminary spending proposals for ARPA funds.

A MOTION WAS MADE BY Mr. Lovenheim AND SECONDED BY Mr. Gardner to adjourn the Executive Session at 10:33 a.m. THE MOTION PASSED UNANIMOUSLY.

Adjournment

The meeting adjourned by consensus at 10:33 a.m.

Dan Karin, Secretary