



**Rochester
Public Library**

More Than You Think

115 South Avenue | Rochester | New York | 14604

**Meeting of the Board of Trustees
via Teleconference
January 26, 2022
Minutes**

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

RPL Trustees Excused:

Staff and Guests: Mayor's Office liaison, J. Smith; City Council liaison, M. Gruber; City Legal Office liaison, Johanna Brennan; FFRPL liaison, D. Borgus; staff members B. Harrison, J. Lenio, M. Lewis, P. Uttaro, D. Mansour

Call to Order

Ms. Benjamin called the meeting to order at 9:03 a.m. and welcomed trustees, staff, and guests. Several trustees were experiencing difficulties with the Zoom connection and because a quorum was not present, she proposed an agenda modification to hear report items first and action items once a quorum was present. There were no objections.

Public Comments

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

Friends and Foundation of Rochester Public Library (FFRPL)

Ms. Borgus reviewed her written report and offered to answer any questions. She asked trustees to keep an eye out for a birthday fundraiser for Ms. Uttaro on February 2, in support of the Harold Hacker Fund.

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

On behalf of Mr. Lovenheim, Ms. Uttaro reported that the MCLS Board approved a professional services agreement with Campbell Net Solutions, an amended agreement for backup services for the library network, and the MCLS-RPL services agreement for 2022.

Mrs. Futch joined the meeting at 9:07 a.m.

Ms. Uttaro introduced Jen Lenio as the Interim Associate Director for MCLS and thanked her for attending the meeting.

Mr. Stevens and Ms. Drury joined the meeting at 9:08 a.m.

Noting a quorum was now present, Ms. Benjamin proceeded with the Action Items.

Meeting Minutes

A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Mr. Hamilton to approve the minutes of the meeting held on November 17, 2021. THE MOTION PASSED UNANIMOUSLY.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period November 8, 2021, to January 14, 2022, and reviewed the changes with trustees. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Gardner to approve the personnel changes as presented. THE MOTION PASSED UNANIMOUSLY.

Financial Reports

Ms. Harrison reviewed the financial reports with trustees and offered to answer any questions. 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.

RPL FY21 Audit

Ms. Harrison reviewed the audit with Trustees noting the clean audit report and offered to answer any questions. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Mr. Gardner to accept Freed Maxick's audit of the 2020-21 fiscal year as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Mr. Karin joined the meeting at 9:19 a.m.

Grant Acceptance, Business Insight Center

Ms. Uttaro reviews the item with the trustees. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Ms. Benjamin to accept a REDCO grant award of \$90,000 for the purpose and activity described; amendment of the Central Library budget for \$22,500 of the total grant award through June 30, 2022. THE MOTION PASSED UNANIMOUSLY.

MCLS-RPL Service Agreement

Ms. Uttaro explained this agreement is normally for 3 years but due to some changes in state aid that will affect the agreement going forward. A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Mrs. Futch to approve an MCLS-RPL Services Agreement for the period January 1, 2022, to December 31, 2022. THE MOTION PASSED UNANIMOUSLY.

Request for Hours Modification - Sully & Lincoln

Ms. Lewis reviewed the item with the trustees. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Mr. Hamilton to approve hours changes for Sully and Lincoln branches as proposed. THE MOTION PASSED UNANIMOUSLY.

Family Search Digitization

Ms. Uttaro reviewed the history of this item and the proposed action. She offered to answer any questions. A MOTION WAS MADE BY Ms. Benjamin AND SECONDED BY Mr. Hamilton to remove the September 22, 2021, hold on the execution of the agreement, and to amend the August 25, 2021, approval to execute the agreement with FamilySearch by adding the proposed procedures to the process for implementation of the agreement. THE MOTION PASSED WITH Ms. Baynes ABSTAINING.

Director's Report

Ms. Uttaro offered to answer any questions about the written report. She reported that the Central Library is suspending evening hours through the end of February. In response to this change, she did receive one

complaint from a patron who could not get to the library during the day due to his reliance on others for transportation. We have offered to provide daytime transportation to him, but he has yet to avail himself of the offer.

Next, she discussed the issue of library stewardship. She explained the history of the John Adams poetry collection and that due to a lack of proper control in the library the collection was given to the library foundation to sell in the early 2000s. As a result of this discovery, she has reassembled the Rare Books Team which will document all the rare books held by RPL and implement controls to safeguard these assets.

Ms. Uttaro reported there was some damage to Rochester Historical Society collections due to a water and snow leak in a storage facility. City Historian, Christine Ridarsky is leading the recovery effort. Damaged materials are being frozen to assist with buying time for remediation.

In response to a question, Ms. Uttaro pointed trustees to a statement from ALA regarding the NY Governor's veto of the E-Books-for-All legislation and their assessment of the governor's reasoning. Ms. Drury asked if the Board could send a letter to the Governor and Ms. Uttaro offered to send some language to the Board from the ALA that may help draft a letter.

Ms. Salluzzo encouraged her fellow trustees to take advantage of the Trustee Handbook club, noting she has found them especially informative.

Central Library

Ms. Lenio offered to answer any questions about the written report. She asked trustees to take note of the anecdote regarding the Dungeons and Dragons club that was started at Central in the Tech Center.

Community Libraries

Ms. Lewis offered to answer any questions about the written report. She reported the Site Supervisor for the Lincoln Branch has returned from maternity leave. She acknowledged Dennis Williams for stepping in to help Lincoln while also running his home branch, Charlotte.

All 10 branches will be Covid home-test distribution sites at the end of February when more tests are expected from the city. The city is developing a process for distribution and volunteers will likely help with staffing the sites for that purpose.

She pointed out that staff from both Arnett and Winton went above and beyond with ad hoc home delivery to Patrons who could not get to the library. Mrs. Futch offered herself and her staff as potential volunteers to help with home-test distribution.

Other Business

None

Adjournment

The meeting was adjourned without objection at 10:19 a.m.

Mrs. Shawn Futch, Secretary