



**Rochester
Public Library**

More Than You Think

115 South Avenue | Rochester | New York | 14604

**Meeting of the Board of Trustees
via Teleconference
April 27, 2022
Minutes**

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

RPL Trustees Excused: C. Conklin, S. Futch, J. Lovenheim, E. Stephens

Staff and Guests: Mayor's Office liaison, T. Mayberry; City Council liaison, Mitch Gruber; City Legal
Office liaison, Johanna Brennan; FFRPL liaison, D. Borgus; staff members
B. Harrison, M. Lewis, A. Suro, P. Uttaro, L. Alley

Call to Order

Ms. Benjamin called the meeting to order at 9:03 a.m. 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 March 30, 2022. THE MOTION PASSED UNANIMOUSLY.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period March 14, 2022, to April 8, 2022, and reviewed the changes with trustees.

Ms. Futch joined the meeting at 9:05 am.

Ms. Suro mentioned a correction to an employee's name on the report. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

Financial Reports

Ms. Harrison reviewed the financial reports with the trustees and offered to answer any questions. In response to a question, Ms. Harrison confirmed material expenditures are budgeted separately and easily tracked for the Tummonds Fund. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Drury to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Grant Acceptance, NYS Office of Child & Family Services

Ms. Uttaro reviewed the item and offered to answer questions. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Salluzzo to accept a New York State Office of Child & Family Services grant award of \$10,000 for the purpose and activity described. THE MOTION PASSED UNANIMOUSLY.

Organizational Principle Statements Review

Ms. Uttaro reviewed the action item and offered to answer questions. In response to a question about balance in the collection, she confirmed staff receives training on overcoming bias in ordering materials but offered that regular refresher training is warranted. Ms. Lewis added that several branch librarians have taken the Library General Diversity Audit Course which teaches how to perform an audit on their collection to make sure it is inclusive. A MOTION WAS MADE BY Ms. Futch AND SECONDED BY Mr. Gardner to approve the Reaffirmation of the RPL adoption of the Library Bill of Rights, the Freedom to View and the Freedom to Read statements, and the Public Libraries Statement of Principles. THE MOTION PASSED UNANIMOUSLY.

Request Early Closure of the Rundel Building

Ms. Uttaro reviewed the action item and offered to answer questions. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Ms. Drury to approve the early closure of the Rundel Building for the Teen Book Festival Author Dinner on September 23, 2022. THE MOTION PASSED UNANIMOUSLY.

Amended Library Capital Improvement Program

Ms. Harrison reviewed the action item and offered to answer questions. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Salluzzo. THE MOTION PASSED UNANIMOUSLY.

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 an amendment to spending for the purchase of a truck for System Delivery Service, the contract between MCLS and Ms. Uttaro as the Director, and they shared trustees' opinions on fine elimination.

Friends and Foundation of Rochester Public Library (FFRPL)

Ms. Borgus reviewed her written report and offered to answer questions.

Director's Report

Ms. Uttaro invited Ms. Harrison to share an update on the Rundel north terrace renovation project.

Tamara Mayberry joined the meeting at 9:41 a.m.

Ms. Uttaro offered to answer any questions about the written report. Hearing none, she then led a discussion to gather trustees' opinions on eliminating overdue fines for all ages. In response to a question, Ms. Uttaro clarified that only late fees would be eliminated and patrons would continue to be responsible for lost-material fees. She explained the projected outcomes of fine elimination are increased circulation and preservation of patron dignity. Ms. Salluzzo suggested budgeting to replace fine revenue over several years. Ms. Drury stated the dignity preservation for patrons was paramount in her support of fine elimination. For discussion at the next meeting, Ms. Uttaro asked the board to consider implementing short-term fine amnesty periods while they work towards full fine elimination. She will work to get better data on the cost of administration for fine collections.

Central Library

Ms. Uttaro offered to answer any questions about the written report. She reported that COVID absences among the staff have been significant in the past several weeks and have required creative scheduling and occasional division closures.

Visits to Central Library were up by 1,000 people during National Library Week due to the Airigami Dragon Exhibit.

A summer program for teens that fits in with the mayor's anti-violence work is being developed. The library is asking for funding through that program for an agreement with TransfrVR, a training company specializing in virtual workforce development. TransfrVR provides virtual work experiences for students to provide a first experience in several applied technologies and priority career hiring areas. Participants can virtually test occupations using virtual reality equipment and software.

Community Libraries

Ms. Lewis offered to answer questions about the written report. Mr. Hamilton asked about ID.me. She explained this is an online identification authenticator needed to access most federal and state government websites. The authentication process is confusing and time-consuming. It also changes regularly, so even staff have difficulty understanding the processes and spend significant amounts of time helping patrons through the process.

Ms. Lewis shared, that due to staff shortages, she worked at a branch on a Saturday. The statistics have reflected less foot traffic, but she was busy the whole time with the complex needs of the patrons.

Mr. Gruber left the meeting at 10:15 a.m.

Other Business

Ms. Benjamin shared, that in response to Mr. Hamilton's challenge she has enjoyed several meals from the Fooklink Café and highly recommends it.

Adjournment

A MOTION WAS MADE by Mr. Hamilton AND SECONDED by Ms. Baynes to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY and the meeting was adjourned at 10:24 a.m.

Submitted by Shawn Futch, Secretary