



# Rochester Public Library

More Than You Think

115 South Avenue | Rochester | New York | 14604

## Meeting of the Board of Trustees Kusler-Cox Auditorium June 29, 2022 Minutes

**RPL Trustees Present:** K. Baynes, D. Benjamin, C. Conklin, A. Drury, S. Futch, G. Gardner, D. Karin, S. Salluzzo, E. Stephens (quorum present)

**RPL Trustees Excused:** R. Hamilton

**Staff and Guests:** City Legal Office liaison, D. Mowry; FFRPL liaison, D. Borgus; staff members B. Harrison, M. Lewis, D. Mansour, J. Smathers, A. Suro

### Call to Order

Ms. Benjamin called the meeting to order at 9:05 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 Ms. Drury AND SECONDED BY Ms. Conklin to approve the minutes of the meeting held on May 25, 2022. THE MOTION PASSED UNANIMOUSLY.

### Moment of Silence

Ms. Benjamin asked everyone to observe a moment of silence for recently passed RPL trustee, John Lovenheim.

### Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period May 9, 2022, to June 10, 2022, and reviewed the changes with trustees. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Gardner 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. A MOTION WAS MADE BY Ms. Conklin AND SECONDED BY Ms. Futch to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

### RPL Annual Report

Ms. Harrison explained that this is an annual report submitted to NY State and offered to answer any questions. She also asked trustees to review their information for any corrections. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Ms. Alinda to approve the 2021 RPL Annual Report to New York State. THE MOTION PASSED UNANIMOUSLY.

**Local History Fees**

Ms. Harrison reviewed the item and offered to answer questions. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Conklin to approve the elimination of fees for historical services through the Local History and Genealogy Division of the Central Library of Rochester & Monroe County. THE MOTION PASSED UNANIMOUSLY.

**Rochester History Agreement with Rochester Institute of Technology**

Ms. Harrison acknowledged Ms. Brennan of the City Legal Department for all her work to come to an agreement with RIT.

Mr. Stephens joined the meeting at 9:16 a.m.

A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Gardner to approve a 3-year agreement with RIT Press for the services described for a total amount not to exceed \$5,000 per year through June 30, 2025. THE MOTION PASSED with Mr. Stephens ABSTAINING.

**Rescind REDCO Grant**

Ms. Harrison reviewed the item and offered to answer questions. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Drury to rescind the acceptance of the REDCO grant for \$90,000. THE MOTION PASSED UNANIMOUSLY.

**Revision of 3D Printing Policy**

Ms. Harrison reviewed the item and offered to answer questions. A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Mr. Karin to approve the 3D Printing Policy revision. THE MOTION PASSED UNANIMOUSLY.

**Restoration of Operating Hours at Frederick Douglass Community Library**

Ms. Lewis reviewed the item and offered to answer questions. She passed on the Branch Supervisor's gratitude to the Board for approving this time for training and development of her staff. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Salluzzo to restore normal operating hours at the Frederick Douglass Community Library. THE MOTION PASSED UNANIMOUSLY.

**Closure of Lincoln Branch Library for Construction**

Ms. Lewis reviewed the item and offered to answer questions. Trustees noted their gratitude to Branch Administration and the RPL for making limited library services available at an alternate location rather than fully stopping services during construction. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Futch to close the Lincoln Branch on August 15, for construction purposes. THE MOTION PASSED UNANIMOUSLY.

**Approval of Extended Hours at Maplewood Community Library on August 20, 2022**

Ms. Lewis reviewed the item and offered to answer questions. In response to a question, Ms. Harrison explained that the grant covering the Kinder Camp program does not cover staff costs however, the budget came in well under projections and the staff cost for this program is considered negligible. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Baynes to approve an additional two hours of operations for Maplewood Community Library on August 20, 2022. THE MOTION PASSED UNANIMOUSLY.

**Library Store Agreement**

Ms. Harrison reviewed the item and offered to answer questions. Ms. Borgus answered a question about the store operations and explained that both store sales and online sales dropped substantially during the beginning

of the pandemic and these operations are now operating at a loss. She and her staff are analyzing the operations and are devising the best path forward. A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Ms. Salluzzo to renew the Library Store Agreement with the Friends and Foundation of RPL for the fiscal year 2022-23. THE MOTION PASSED UNANIMOUSLY.

### **Library Trust Fund Allocation for FY23**

Ms. Harrison reviewed the item and offered to answer questions. A MOTION WAS MADE BY Ms. Drury AND SECONDED BY Ms. Futch to approve Library Trust Fund distributions for 2022-23 as presented and approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

### **Proposed Central Library Capital Improvement Budget for 2022-23**

Ms. Harrison reviewed the item and offered to answer questions. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Drury to approve the 2022-23 Central Library Facilities Capital Budget. THE MOTION PASSED UNANIMOUSLY.

### **Electric Vehicle Carshare and Charging Stations at the Arnett & Lincoln Branches**

Ms. Harrison reviewed the item and answered several questions. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Gardner to endorse the Arnett and Lincoln branch libraries as EV carshare and charging locations under the City of Rochester and Mobility Development Partners LLC Agreement. THE MOTION PASSED UNANIMOUSLY.

### **Annual Agreements**

Ms. Harrison reviewed the item and answered several questions. Trustees asked for some feedback or stories coming out of the Tracy Jong services in the Business Innovation Center. A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Ms. Futch to approve a professional services agreement with CampbellNet Solutions for an amount not to exceed \$3,000 through June 30, 2023; a professional services agreement with Tri-Delta Resources, Inc. for an amount not to exceed \$3,000 through June 30, 2023; a professional services agreement with the Tracy Jong Law Firm LLC for an amount not to exceed \$9,000 through June 30, 2023; and an agreement with Wicked Squid Studios, for the services described, for an amount not to exceed \$8,000 through June 30, 2023. THE MOTION PASSED UNANIMOUSLY.

### **John Lovenheim Memorial**

Ms. Benjamin asked the trustees to look at the suggestions for a memorial naming opportunity for recently deceased trustee, John Lovenheim. Trustees agreed they wanted something that would be always present rather than an annual event. The two favorites are the Arts & Literature Reference Desk and the Technology Center. Ms. Benjamin and Ms. Uttaro plan to consult with Mr. Lovenheim's widow before making the final decision.

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

Ms. Smathers introduced herself to the trustees and offered to answer any questions about MCLS. Ms. Harrison reminded the board that with the passing of Mr. Lovenheim, the RPL Board needs to appoint a new liaison to the MCLS Board.

Ms. Benjamin shared that the Nominating Committee is working to fill the vacancy left by Mr. Lovenheim. She then asked Mrs. Futch to share her news. Mrs. Futch announce she has accepted a position with the City of Rochester which precludes her from serving on the library board due to conflicts of interest.

**Friends and Foundation of Rochester Public Library (FFRPL)**

Ms. Borgus reviewed her written report and offered to answer questions. She thanked the board and the RPL administration for all their help throughout her first fiscal year as the Executive Director of FFRPL.

**Director's Report/Central Library**

On behalf of Ms. Uttaro, Ms. Harrison offered to answer questions about the director's written report. She then reminded everyone that the opening reception and ribbon cutting for the new North Terrace will be at 10:30 a.m. on Tuesday, August 2.

In response to a question, Ms. Harrison explained that e-Sports are sports played via video games and that there are large communities including players and fans. There are also tournaments and monetary prizes.

Trustees asked for a demo of the TransferVR workforce development system they approved at an earlier meeting.

**Community Libraries**

Ms. Lewis offered to answer questions about the written report. She highlighted the Summer Reading programs and reported that the Community Libraries are looking forward to hosting at least eight students through the Summer of Opportunity program.

**Other Business**

None

**Adjournment**

A MOTION WAS MADE by Ms. Conklin AND SECONDED by Mr. Gardner to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 10:01 a.m.

*Submitted by Shawn Futch, Secretary*