



**Rochester
Public Library**

More Than You Think

115 South Avenue | Rochester | New York | 14604

**Meeting of the Board of Trustees
Kusler-Cox Auditorium
September 21, 2022
Minutes**

RPL Trustees Present: K. Baynes, D. Benjamin, C. Conklin, G. Gardner, R. Hamilton, S. Salluzzo, E. Stephens (quorum present)

RPL Trustees Excused: A. Drury, D. Karin,

Staff and Guests: City Legal Dept. Liaison, D. Mowry; FFRPL Executive Director, D. Borgus; staff members B. Harrison, D. Mansour, J. Smathers, P. Uttaro

Call to Order

Ms. Benjamin called the meeting to order at 9:09 a.m., welcomed trustees, staff, and guests, and confirmed a quorum was present.

Public Comments

Mr. Mowry offered his condolences to everyone on the death of retired Library Director, Paula Smith.

Moment of Silence

Ms. Benjamin asked everyone to observe a moment of silence for the passing of retired Library Director, Paula Smith.

Meeting Minutes

A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Conklin to approve the minutes of the meeting held on August 24, 2022. THE MOTION FAILED with Ms. Salluzzo ABSTAINING. Ms. Benjamin added a reconsideration of the motion to the agenda in the hopes another trustee would join the meeting.

Personnel Changes

On behalf of Ms. Suro, Ms. Uttaro called attention to the personnel changes and staffing levels for the period August 8, 2022, to September 9, 2022, and answered several questions.

Mr. Stephens joined the meeting at 9:13 a.m.

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Salluzzo to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

Meeting Minutes

Ms. Benjamin called again for approval of the minutes. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Conklin to approve the minutes of the meeting held on August 24, 2022. Passed with Ms. Salluzzo ABSTAINING.

Financial Reports

Ms. Harrison reviewed the financial reports with the trustees and offered to answer any questions. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Stephens to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Nominations for Appointment to the Board

After a brief discussion of the merits of the recommended trustees. Ms. Benjamin explained that the action item in the documents packet contained a clerical error and the correct action is to have Ellen Brenner fill the vacancy left by John Lovenheim and Aditi Fruitwala will fill the vacancy left by Shawn Futch. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Mr. Gardner to appoint Ellen Brenner to fill the unexpired term of John Lovenheim with an expiration date of December 31, 2025, and Aditi Fruitwala to fill the unexpired term of Shawn Futch with an expiration date of December 31, 2023, as recommended by the Nominating Committee. THE MOTION PASSED UNANIMOUSLY.

Tutoring Agreement

Ms. Uttaro reviewed the action item with trustees and offered to answer questions. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Ms. Conklin to approve an agreement with Mattie Shaw-Elliot for the services described, for an amount not to exceed \$5,394 from October 2022 through June 2023. THE MOTION PASSED UNANIMOUSLY.

NYSED Grant Approval

Ms. Harrison reviewed the action item with trustees and offered to answer questions. She made one correction to the item specifying the Bausch & Lomb Roof Replacement project is being matched with a debt allocation and not cash capital as stated in the written item. A MOTION WAS MADE BY Mr. Gardner AND SECONDED BY Mr. Hamilton to approve the grant application and acceptance of \$396,544 from the NYSED Division of Library Development for the construction projects described. THE MOTION PASSED UNANIMOUSLY.

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

Ms. Benjamin announced that the appointment of a trustee as the liaison to the MCLS Board will not happen until the beginning of 2023. This is to give the two new trustees time to acclimate to the duties of the RPL Board and then one of them may volunteer for the liaison position. In the meantime, Ms. Uttaro will report on the MCLS Board activity. Ms. Uttaro reported that the MCLS Board approved the Monroe County Capital Improvement Program request, an agreement for a new people counter system and NYSED Construction Grant allocations.

Friends and Foundation of Rochester Public Library (FFRPL)

Ms. Borgus reported that the annual campaign has generated \$11, 726 as of August 31, with fall campaign letters arriving in homes around September 10.

FFRPL will participate in Roc the Day on November 29 and plans to do another “Board Challenge” noting the success of last year’s challenge.

Book sales continue in the Bausch and Lomb Building in front of the Library Store. This ongoing sale is meant to coordinate with ongoing library programs and to reduce inventory in preparation for the store move. The annual Seasons Reading sale is scheduled for November 28–December 6. FFRPL is looking for donations of like-new puzzles and games since they serve as affordable holiday gifts for budget-conscious shoppers.

As part of the Fringe Festival, FFRPL and RPL partnered to offer “Living Books ROC!” on September 17. The attendance was low but the feedback from those who attended was very good.

Ms. Borgus shared the calendar brochure for the fall *Books Sandwiched In* series.

Next, she reminded trustees that libraries that received the supplemental materials grants from the Tummonds Fund in March 2022, will need to submit a grant usage report by February 15, 2023.

Lastly, she shared that FFRPL is providing supplemental support for the purchase of new furniture for the Kate Gleason Auditorium. Sample chairs are in the auditorium and she invited trustees to test them out and provide feedback.

Director’s Report

Ms. Uttaro offered to answer questions about the director’s written report. She then led a discussion on fines elimination and updated the board on the progress of the RPL data analysis to determine the staff cost of collecting and processing fine payments.

Ms. Uttaro invited trustees to attend the morning breakfast and sessions of the RPL All Staff Day on October 21.

Central Library

Ms. Smathers offered to answer questions about the written report. She reported that the Lincoln Branch temporary location has opened to serve patrons during the branch renovations.

She then shared an anecdote of a patron who expressed her gratitude for the library stating it was a key component in her recovery from alcoholism.

Community Libraries

On behalf of Ms. Lewis, Ms. Uttaro offered to answer questions about the written report. She reported that attendance at most branches is increasing.

She shared that the children’s librarian at the Charlotte Branch has been doing a significant amount of programming out in the community and the beach and at parks. She has also brought new patrons into the branch with a produce distribution that started small but is growing rapidly. At the Arnett Branch, the staff takes the Books by Bike out into the community often, bringing the library to the people in their area. Ms.

Conklin recommended the library submit a profile piece for the Speaking Out column in the local *Democrat & Chronicle*.

Executive Session

A MOTION WAS MADE BY Ms. Benjamin AND SECONDED BY Ms. Conklin to move into an executive session to discuss an individual's employment status. THE MOTION PASSED UNANIMOUSLY.

The Executive Session was concluded without objection.

Other Business

None.

Adjournment

A MOTION WAS MADE by Mr. Hamilton AND SECONDED by Mr. Gardner to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 10:41 a.m.

Submitted by Debi Mansour