



**Rochester
Public Library**

More Than You Think

115 South Avenue | Rochester | New York | 14604

**Meeting of the Board of Trustees
Kusler-Cox Auditorium
October 26, 2022
Minutes**

RPL Trustees Present: K. Baynes, D. Benjamin, E. Brenner, R. Hamilton, D. Karin, S. Salluzzo (quorum present)

RPL Trustees Excused: C. Conklin, A. Drury, G. Gardner, E. Stephens

Staff and Guests: City Legal Dept. Liaison, D. Mowry; staff members B. Harrison, M. Lewis, D. Mansour, J. Smathers, A. Suro, P. Uttaro

Call to Order

Ms. Benjamin called the meeting to order at 9:03 a.m., welcomed trustees, staff, and guests, and noted a lack of quorum. She proceeded with reports.

Public Comments

There were no members of the public present who wished to address the board.

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

Ms. Uttaro reported that the MCLS Board approved the standard items along with the meeting dates for 2023.

Director's Report

Ms. Uttaro offered to answer questions about the director's written report. She commented on how well the staff and Branch Manager from the Lincoln Branch did on moving to the temporary location to allow contractors into the branch for renovations. She also thanked Ms. Lewis for her support of the branch staff during this time.

Next, she reported that Staff Day was very successful and she hoped everyone saw the group photo she sent out. The Mayor came to address the staff and most people seemed very appreciative of his commitment to the libraries in Rochester.

She reported that she has been in discussions with the team that is coordinating the pilot program for Guaranteed Basic Income in Rochester. Libraries, R-Centers, and Neighborhood Service Centers will be promoted as locations where residents can submit online applications. Based on the flood of applications that have occurred in other cities that launched similar pilots, it's anticipated there will be a rush of people looking for assistance with the application once it launches. Right now, it's anticipated to start in February or March 2023.

Ms. Baynes joined the meeting at 9:09 a.m.

Ms. Uttaro reported that the Goethe bust is nearing completion and the organizers will be working with the library's manager of building services to arrange to bring the bust into the library. The organizer of the effort believes there will be great interest from the German-American community when the bust is finally revealed. Trustees will be invited to the reception and should expect that to be in the next six to eight months.

Lastly, she reported that the family of the deceased trustee, John Lovenheim has donated \$10,000 to the Technology Center. The Technology Center is being renamed The John Lovenheim Center for Technology and Innovation.

Meeting Minutes

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Baynes to approve the minutes of the meeting held on September 21, 2022. THE MOTION FAILED with Mr. Karin ABSTAINING.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period September 12, 2022, to October 14, 2022, and answered several questions. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin 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 Mr. Hamilton AND SECONDED BY Ms. Baynes to approve the monthly financial reports as presented, and as approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Nomination for Appointment to the Board

Ms. Benjamin explained that Aditi Fruitwla was appointed by the board last month but due to a change in her employment she will no longer be able to serve as a trustee. Therefore, the nominating Committee is recommending Marilyn O'Connor to fill the vacancy left by Shawn Futch. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Baynes to appoint Marilyn O'Connor 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.

Election of Nominating Committee

Ms. Benjamin presented the nominees for the Nominating Committee. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Baynes to elect Donna Benjamin and Carolee Conklin to serve on the Nominating Committee as specified in the bylaws. THE MOTION PASSED UNANIMOUSLY. President Benjamin appointed Dan Karin as the third member of the Committee.

Board Meeting Dates for 2023

Ms. Uttaro presented the proposed meeting dates for 2023. Several trustees indicated they would not be able to attend the February Joint Meeting with MCLS on the proposed date. An amended MOTION WAS

MADE BY Mr. Karin AND SECONDED BY Ms. Brenner to approve the proposed schedule of 2023 RPL Board meetings except for the February date. THE MOTION PASSED UNANIMOUSLY.

2023 Holiday Schedule

A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton to approve the Proposed Holiday Closings for 2023. THE MOTION PASSED UNANIMOUSLY.

City Capital Improvement Request

Ms. Harrison reviewed the item. In response to a question, she clarified that the information in the document under the heading Bausch & Lomb HVAC Upgrades was accidentally a duplicate of the information from the prior section describing the Rundel Air Quality Improvements. She further explained that the Bausch & Lomb project is to fund the remaining heat pumps that will not be covered under the original approval due to the escalation in costs since approval. She then explained the NE Library Placeholder item in more detail. A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Brenner to approve Capital Improvement Program requests for the FY24 to FY28 funding cycle. THE MOTION PASSED UNANIMOUSLY.

Agreement, Branch Card-Read Access Services

Ms. Harrison reviewed the item and answered questions. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Mr. Karin to approve an agreement with Converjint, Inc. for the term, services, and costs described. THE MOTION PASSED UNANIMOUSLY.

Grant Acceptance, Empire State Digital Asset Management

Ms. Smathers reviewed the item. A MOTION WAS MADE BY Ms. Salluzzo AND SECONDED BY Mr. Hamilton to accept a \$2,500 grant from RRLC for participation in the testing of an open-source digital asset management system for museums & libraries. THE MOTION PASSED UNANIMOUSLY.

Grant Acceptance: NY Humanities Vision Grant

Ms. Smathers reviewed the item. A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Brenner to approve acceptance of a grant for \$1500 from Humanities New York for the purposes described. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement with Second Avenue Learning

A MOTION WAS MADE BY Ms. Baynes AND SECONDED BY Ms. Brenner to approve a Professional Service Agreement with Second Avenue Learning. THE MOTION PASSED UNANIMOUSLY.

RPL Barring Policy Revision

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Brenner to approve the revised Patron Barring Policy with an amendment in the language on page 1 to indicate that the Board authorizes the Library Director to bar patrons following the policy. THE MOTION PASSED UNANIMOUSLY.

Central Library

Ms. Smathers offered to answer questions about the written report. In response to a question, she explained that the library e-sports team could start earning revenue. She will be working with staff to determine what to do when that happens.

Next, she reminded everyone that the Art of the Book exhibit is ending at the end of the month. She encouraged everyone to see it if they haven't already.

Lastly, she reported that she very much enjoyed her first Staff Day with RPL and was very pleased with the afternoon programs she attended.

Community Libraries

Ms. Lewis offered to answer questions about the written report. One trustee commented how pleased he was to read about the awards and recognition in the branches for the work of students in the Summer of Opportunity program.

Next, she reminded everyone that some branch staff members had been transitioned from part-time to full-time over the summer. She then gave updates on their progress in the new positions and was able to report that things are going well for everyone and the branch locations are reaping the benefits of these full-time positions.

Executive Session

A MOTION WAS MADE BY Mr. Hamilton AND SECONDED BY Ms. Brenner to move into an executive session at 10:32 a.m. to discuss an individual's employment status. THE MOTION PASSED UNANIMOUSLY.

The Executive Session was adjourned at 10:40 a.m. without objection.

Other Business

None.

Adjournment

The meeting was adjourned by consensus at 10:41 a.m.

Submitted by Debi Mansour