



Rochester Public Library

More Than You Think

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Meeting of the RPL Board of Trustees Central Library, Kusler-Cox Auditorium March 29, 2023 Minutes

RPL Trustees Present: Katherine Baynes, Donna Benjamin, Ellen Brenner, Alinda Drury, Glenn Gardner, Richard Hamilton, Daniel Karin, James Kraus (quorum present)

RPL Trustees Excused: Marilyn O'Connor, Sharon Salluzzo, Erick Stephens

Staff and Guests: City Legal Dept. Liaison, Johanna Brennan; FFRPL Executive Director, Donna Borgus; staff members, Brie Harrison, Melanie Lewis, Debi Mansour, Jennifer Smathers, Ana Suro

Call to Order

Mr. Hamilton called the meeting to order at 9:02 a.m., welcomed trustees, staff, and guests, and confirmed a quorum was present.

Public Comments

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

Meeting Minutes

Ms. Benjamin MADE A MOTION to approve the minutes of the February 16, 2023, meeting as presented. Ms. Lewis proposed a correction. THE MOTION PASSED UNANIMOUSLY with the correction.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for the period February 13, 2023–March 10, 2023. Ms. Brenner MADE A MOTION to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

Financial Reports

Ms. Harrison reviewed the financial reports with the trustees and offered to answer questions. Mr. Karin MADE A MOTION to approve the monthly financial reports as presented and approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Audit and Tax Services Agreement

Ms. Harrison reviewed the item with the trustees. Ms. Drury MADE A MOTION to approve an agreement with EFPR Group, for the services described, for an amount not to exceed \$49,800 and a term ending April 30, 2026. THE MOTION PASSED UNANIMOUSLY.

Library Fund Balance Appropriation

Ms. Harrison reviewed the item with the trustees. Ms. Brenner MADE A MOTION to appropriate \$300,000 from the Library Fund balance as cash capital to support the construction costs of the Bausch & Lomb HVAC project. THE MOTION PASSED UNANIMOUSLY.

Grant Acceptance, NYS Grant-in-Aid

Ms. Harrison reviewed the item with the trustees. Mr. Kraus MADE A MOTION to accept and appropriate \$25,000 in NYS grant funds for a cannabis industry business accelerator program. THE MOTION PASSED UNANIMOUSLY.

Amended Agreement, Grant-in-Aid Administration

Ms. Harrison reviewed the item with the trustees. Ms. Benjamin MADE A MOTION to approve an amended agreement with FFRPL, for the services described, for an amount not to exceed \$50,000 and a term ending December 31, 2023. THE MOTION PASSED UNANIMOUSLY.

Use License, Arnett Branch

Ms. Harrison reviewed the item with the trustees. Mr. Gardner MADE A MOTION to authorize a use-license agreement with Greenlight Networks LLC, for a five-year term commencing on April 1, 2023, with the option to extend the term for one additional five-year period. THE MOTION PASSED UNANIMOUSLY.

Grant Acceptance, RRLC

Ms. Smathers reviewed the item with the trustees. Ms. Benjamin MADE A MOTION to accept a \$2,520 grant from the Rochester Regional Library Council to be used to hire a consultant to create item-level metadata for the Rochester Public Library Postcard collection. THE MOTION PASSED UNANIMOUSLY.

Professional Services Agreement

Ms. Smathers reviewed the item with the trustees. Mr. Kraus MADE A MOTION to approve a Professional Services Agreement with Lisa Buda in an amount not to exceed \$3,240. THE MOTION PASSED UNANIMOUSLY.

Rundel First Floor Early Closing

Ms. Suro reviewed the item with the trustees. Ms. Benjamin MADE A MOTION to approve closing Hacker Hall at 1:00 PM on Thursday, June 1, 2023, to accommodate the Bergh Society Reception. THE MOTION PASSED UNANIMOUSLY.

Code of Conduct Minor Revision

Ms. Smathers reviewed the item with the trustees. Ms. Drury MADE A MOTION to approve the modification of item 10 in the RPL Code of Conduct. THE MOTION PASSED UNANIMOUSLY.

Acceptance of 2023 Tummonds Funds

Mr. Hamilton reviewed the item with the trustees. Ms. Baynes MADE A MOTION to accept the Tummonds fund allocation of \$35,561.66. THE MOTION PASSED UNANIMOUSLY.

Friends and Foundation of Rochester Public Library (FFRPL)

Ms. Borgus reported that the Annual Campaign has generated \$214,917 from 1510 gifts as of February 28, 2023.

The Library Giving Day fundraising event will be next week on Tuesday, April 4, and will benefit the Harold Hacker Fund for the Advancement of Libraries. She reminded everyone that giving money is important but helping to spread the word about the Harold Hacker Fund is equally important.

Next, she reported that FFRPL was awarded a \$40,500 grant from the Greater Rochester After School and Summer Alliance, an initiative of the Rochester Area Community Foundation, for the Central Library Children’s Division. The grant is for summer programming and play-based initiatives.

The spring sessions of Books Sandwiched In started the day before. The Sokol High School Literary Awards Ceremony is scheduled for Thursday, April 27, from 4:00–5:30 in the Kate Gleason Auditorium. The sixth annual Anthony Mascioli Rainbow Dialogs is on the next Saturday at the Central Library.

Director’s Report

Ms. Harrison reported on behalf of Ms. Uttaro that the Mayor’s State of the City Address will be held at the Central Library on April 18 in Hacker Hall at 6:00. RSVPs are required and trustees should have received an email from Ms. Uttaro.

As mentioned previously, the library has a memorandum of understanding with Rochester Brainerd. They will begin hosting classes on the first floor in the Rundel Memorial Building on Mondays and Wednesdays the first week in May.

Central Library

Ms. Smathers offered to answer questions about the written report. She reported that Jay Osborne, the supervisor in the Technology Center is back at work after an extended absence due to an injury.

With help from Ms. Suro and the Personnel Office, she has extended a job offer to the next-in-line candidate for the Shipping Supervisor position after the initial hire decided the job was not a good fit after his first two weeks.

On April 28 at Noon there will be a ribbon cutting and dedication of the Technology Center which is being renamed the John Lovenheim Center for Technology and Innovation. On May 5, there will be an unveiling of the Goethe statue. The time for that has not been confirmed.

Community Libraries

Ms. Lewis offered to answer questions about the written report. She drew everyone’s attention to the photo on page 40 of the Arnett Branch community at a celebration of their 100th anniversary. She then introduced Bruce Tehan, Manager of the Arnett Branch to give an update on the anniversary celebrations and to speak about what makes the Arnett Branch special.

Arnett Branch Update

Mr. Tehan shared that the biggest celebration event for the 100th anniversary will be on September 18th to commemorate the grand opening in September 1923. He invited everyone to attend and passed out a flyer with more details. He then reviewed several other smaller events that have happened since January or are planned for the remainder of the year. He then passed out button pins to everyone and explained that they are being made mostly by teens who frequent the library and they have been very popular with all patrons.

In response to a question about social media promotions, he reported that the Arnett branch is asking Patrons for their favorite books to produce a list of 100 recommended books to share with the greater community. The patrons who supply the recommendations are getting credit and are being featured online. They will also produce physical bookmarks with the 100 favorite books that can be shared with the community.

He shared a flyer with some of the branch's regular programming and thanked everyone for their time and attention.

Other Business

None.

Adjournment

Ms. Benjamin MADE A MOTION to adjourn. THE MOTION PASSED UNANIMOUSLY, and the meeting adjourned at 9:44 a.m.

Submitted by Donna Benjamin, Secretary