

**Rochester
Public Library**

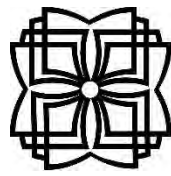
More Than You Think

115 South Avenue | Rochester | New York | 14604

**Rochester Public Library Board of Trustees Meeting
Board Room, Rundel Memorial Library Building
September 27, 2023, 9:00 a.m.
Agenda**

- I. PUBLIC COMMENTS** Gardner
- II. ACTION ITEMS**
- | | | |
|---|----------|---------|
| 1. Minutes of Prior Meeting | Gardner | page 3 |
| 2. Personnel Changes | Suro | page 7 |
| 3. Financial Reports | Harrison | page 9 |
| 4. NYSED Grant Approval | Harrison | page 13 |
| 5. 2024 Holiday Schedule | Uttaro | page 13 |
| 6. Appointment of MCLS Board Liaison to the RPL Board | Uttaro | page 14 |
- III. REPORT/DISCUSSION ITEMS**
- | | | |
|---|----------|---------|
| 1. Liaison & Committee Reports | | |
| a. Liaison to the MCLS Board | Uttaro | |
| b. Friends & Foundation of RPL | Borgus | |
| 2. Staff Reports | | |
| a. Maplewood Community Library Project Update | Harrison | |
| b. Raising a Reader | Burton | |
| c. Director's Report | Uttaro | page 14 |
| d. Central Library | Smathers | page 19 |
| e. Community Libraries | Lewis | page 30 |
- IV. OTHER BUSINESS**
- V. ADJOURNMENT**

**Next Meeting:
October 25, 2023
Central Library, Rundel Memorial Building, 3rd floor, Board Room,**



Rochester Public Library

More Than You Think

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**Meeting of the RPL Board of Trustees
Central Library, Rundel Memorial Building, Board Room
August 23, 2023
Minutes**

RPL Trustees Present: Katherine Baynes, Donna Benjamin, Ellen Brenner, Glenn Gardner, James Kraus, Sharon Salluzzo, Erick Stephens (quorum present)

RPL Trustees Excused: Alinda Drury, Daniel Karin, Marilyn O'Connor

Staff and Guests: City Legal Dept. Liaison, Johanna Brennan; staff members, Emily Clasper, Brie Harrison, Shareka Jackson, Melanie Lewis, Debi Mansour, Jennifer Smathers, Ana Suro, Patty Uttaro

Call to Order

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

New Central Library Associate Director

Ms. Uttaro introduced Emily Clasper as the new Associate Director for the Central Library.

Public Comments

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

Meeting Minutes

The minutes of the June 28, 2023, meeting was approved without objection.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for June 12, 2023–August 14, 2023.

Ms. Salluzzo 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. Kraus MADE A MOTION to approve the monthly financial reports as presented and approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

Allocation of 2022-2023 Annual Campaign Proceeds

Ms. Harrison reviewed the item with the trustees and offered to answer questions. Ms. Benjamin MADE A MOTION to approve the proposed 2022–2023 annual campaign earnings allocation as described. THE MOTION PASSED UNANIMOUSLY.

NYSED Grant Approval

Ms. Harrison reviewed the item with the trustees and offered to answer questions. Ms. Baynes MADE A MOTION to approve the grant application and acceptance of funds up to \$171,190 from the NYSED Division of Library Development for the construction projects described. THE MOTION PASSED UNANIMOUSLY.

DASNY Grant Acceptance

Ms. Harrison reviewed the item with the trustees and offered to answer questions. Ms. Brenner MADE A MOTION to accept DASNY funds of \$100,000 to purchase and retrofit an outreach vehicle. THE MOTION PASSED UNANIMOUSLY.

RRLC Grant Acceptance

Ms. Harrison reviewed the item with the trustees and offered to answer questions. Ms. Salluzzo MADE A MOTION to accept RRLC funds of \$2,150 for equipment purchases for the RPL/MCLS Mobile Learning Lab. THE MOTION PASSED UNANIMOUSLY.

Additional Hours for Monroe Branch

Ms. Lewis reviewed the item with the trustees and offered to answer questions. Ms. Benjamin MADE A MOTION to approve 3 additional open hours for Monroe Branch on Sunday, October 15, 2023. THE MOTION PASSED UNANIMOUSLY.

Tutoring Agreement, TASC

Ms. Lewis reviewed the item with the trustees and offered to answer questions.

Mr. Stephens joined the meeting at 9:17 a.m.

Ms. Benjamin MADE A MOTION to approve an agreement with Melissa Parrish, for Test Assessing Secondary Completion (TASC) tutoring, for an amount not to exceed \$5,017 through June 30, 2024. THE MOTION PASSED UNANIMOUSLY.

Tutoring Agreement, K-12 After-school Tutoring

Ms. Lewis reviewed the item with the trustees and offered to answer questions. Ms. Baynes MADE A MOTION to approve an agreement with Lisa Singletary, for K-12 after-school tutoring, for an amount not to exceed \$5,017 through June 30, 2024. THE MOTION PASSED UNANIMOUSLY.

CSEA Contract

Ms. Uttaro reviewed the item with the trustees and offered to answer questions. Mr. Stephens MADE A MOTION to approve the new CSEA bargaining agreement from July 1, 2023, to June 30, 2027. THE MOTION PASSED UNANIMOUSLY.

Liaison to the Monroe County Library System Board

Ms. Uttaro reported that there were no action items at the most recent MCLS Board meeting. She mentioned that Dick Hamilton was to be the new liaison to the MCLS Board, but his resignation means a replacement needs to be appointed.

Friends and Foundation of Rochester Public Library (FFRPL)

On behalf of Ms. Borgus, Ms. Uttaro reminded the trustees about the four-board reception on Wednesday, September 20, at 6:00 p.m. She offered to answer any questions on Ms. Borgus' written report.

Director's Report/

Ms. Uttaro offered to answer questions about the written report. She reported that Ms. Brennan is drafting a letter to RIT regarding the Rochester History Journal. It appears they will not be meeting the publication date agreed to in our contract with them.

Next, she reported that library cards increased in July by 400 over June. She also mentioned that fine-free advertisements are on display on the Blue Cross Arena's digital marquee.

She then offered to answer any questions about the report on Raising a Reader from Ms. Burton that was included in the material to the Board. The Board requested that Ms. Burton give a short presentation at their next meeting.

She reported that the City has set aside funding for two social workers to work in the libraries based on a request from City Councilmember Martin. How this will be accomplished is still being worked out and the library is recommending the use of Professional Service Agreements rather than outright hiring the social workers. To start, these workers will be located at the Central Library. Several trustees highlighted the need to provide privacy for patrons who may seek assistance.

Lastly, she mentioned that Kate Meddaugh, the librarian in the Patent Center has decided to relocate to Tennessee to be closer to family. This is a significant loss for the Business Innovation Center.

Central Library

Ms. Smathers offered to answer questions about the written report. She reported that her mother has been attending library programs and reported they were wonderful.

Tonia Burton is actively reaching out to the recent refugees relocated to Rochester and housed at the Holiday Inn downtown. She has set up a little free library in the space and is scheduling Spanish-language story times for the children.

She reported the German-American club involved in the unveiling of the Goethe bust is planning to come back to the library in October for a celebration of their heritage. She will share more details as they become available.

Lastly, she reported that the digital marquee at the Blue Cross Arena will soon display ads for the library promoting fine-free.

Ms. Brenner asked that approved images and text for the Library Card Sign-up promotions be shared with trustees so they can share them on their personal social media.

Community Libraries

Ms. Lewis offered to answer questions about the written report. She shared that they have completed interviews for the Area Coordinator position and plan to make an offer soon.

Plans are coming in for the upcoming branch staff day when they will be closed to the public. Plans include in-house cleaning and weeding, a visit to the Ganondagan State Historic Site, a visit to the Strong Museum, and training in the Black Belt Librarian program.

Lastly, she reported that a junior from Nazareth College served as an intern in the branches over the summer. In her exit interview, she expressed that library work was much more taxing than she anticipated and was now having second thoughts about pursuing a career as a public librarian. She said she loved it, but the work exhausted and overwhelmed her. She will look at academic libraries and/or records management as alternatives.

Other Business

Mr. Gardner asked trustees to share their thoughts on the proposal to rename the Lincoln Branch Library that was shared via email by Ms. Uttaro.

Trustees expressed concern that there is no formal process and procedures for renaming a branch. They also opined that an individual would need to have an extensive history of library advocacy and support before being considered and saw no evidence of that in this case.

Trustees made several recommendations for alternatives to recognize this individual that may be better suited given her work in the Rochester City School District.

Mr. Kraus left the meeting at 10:01 a.m.

Ms. Uttaro and Ms. Harrison will gather more information from the city about their process and criteria for renaming a building and report back at the September meeting.

Ms. Uttaro reminded everyone of the celebration for Arnett Library's 100th anniversary at 5:00 p.m. on Monday, September 18.

Adjournment

Mr. Gardner adjourned the meeting without objection at 10:13 a.m.

Submitted by Donna Benjamin, Secretary

**ROCHESTER PUBLIC LIBRARY
PERSONNEL CHANGES
August 15, 2023 to September 8, 2023**

➤ **NEW HIRES**

Diaz, Marianne	Library Page/PT/Maplewood Branch	08/15/2023
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➤ **PROMOTIONS**

Clarke, Erin	FROM: Acting Library Area Coord/Branch Adm	09/01/2023
	TO: Library Area Coord/FT/Branch Administration	

➤ **RESIGNATION**

Barinas, Rachel	Library Page/PT/Charlotte Branch	09/01/2023
Clary, Caliesta	Clerk Typist/PT/Wheatley Branch	08/18/2023
Meddaugh, Kate	Librarian I/PT/Central/Business Division	08/18/2023
Said, Samira	Literacy Aide/PT/Maplewood Branch	08/15/2023

**STAFFING
August 15, 2023 to September 8, 2023**

Full-Time Positions	Central	Branches
Budgeted	77	26
Filled	74	25
Vacancies	3	1
Part-time Positions	Central	Branches
Budgeted	122	136
Filled	69	107
Vacancies	53	29

**Rochester Public Library
Financial Report Summary
September 2023**

Central Financial Report, August 2023

Salary & Benefits: Salaries, wages, and overtime within budget. The annual retirement lump contribution will occur in January.

Equipment & Supplies: Materials purchases and other expenses are projected within budget.

Services & Charges: Utilities charges are not yet posted. Professional services include OCLC lump-sum charges for the year.

Cash Capital: Funds are reserved for planned expenses (HVAC) and unknown needs with upcoming construction projects.

Community Financial Report, August 2023

Salary & Benefits: Salaries, wages, and overtime are within budget – little use of overtime as almost no “Cool Sweep” heat support hours.

Equipment & Supplies: Materials purchases and supplies are within budget.

Services & Charges: Utility charges are partially posted. Facility maintenance includes cleaning and other supply orders for the year.

Cash Capital: Funds are reserved for planned expenses including some exterior painting and site work.

Central Financial Report, Fiscal Year 2023-24

August

Category	Description	August			Expenses FISCAL YTD	Remaining Balance	% of Budget
		Original Budget	Revised Budget	Excess Budget			
Salary & Benefits	Full-Time Salaries	4,765,600	4,765,600	521,206	4,244,394	10.9%	
	Part-Time/Temp Salaries	1,518,200	1,518,200	140,526	1,377,674	9.3%	
	Overtime	15,000	15,000	1,341	13,659	8.9%	
	Employee Benefits	3,201,300	3,201,300	236,438	2,964,862	7.4%	
	Employee Development	21,000	21,790	1,371	20,419	6.3%	
	Other	118,400	118,400	3,217	115,183	2.7%	
	Sub Total	9,639,500	9,640,290	904,100	8,736,190	9.4%	
	Equipment & Supplies	Materials Budget	504,800	660,728	81,744	578,984	12.4%
		Other Furnishings & Equipment	8,500	8,631	277	8,354	3.2%
		Office Supplies	52,100	62,392	572	61,820	0.9%
Other Materials & Supplies		50,500	54,050	3,176	50,873	5.9%	
Sub Total		615,900	785,801	85,770	700,031	10.9%	
Services & Charges	Utilities	464,600	583,964	46,008	537,955	7.9%	
	Facility Maintenance	121,900	173,679	10,597	163,082	6.1%	
	Professional Services/Fees	266,000	289,098	110,011	179,087	38.1%	
	Chargebacks	80,100	85,340	4,233	81,107	5.0%	
	Service Charges - Other Gov't	51,400	51,400	11,905	39,495	23.2%	
	Telecommunications	16,700	17,794	1,776	16,017	10.0%	
	Other Expenses	210,200	221,495	6,519	214,977	2.9%	
	Sub Total	1,210,900	1,422,770	191,050	1,231,720	13.4%	
	TOTAL EXPENSED	11,466,300	11,848,861	1,180,920	10,667,942	10.3%	
	Central Cash Capital		92,000	0	139,890	0.0%	
REVENUE RECEIPTS	11,237,000	11,237,000	8,015,133	3,221,867			

Original Budget Revised Budget Outstanding Revenue

**Community Financial Report, Fiscal Year 2023-24
August**

Category	Description	Expenses FISCAL			Remaining Balance	% of Budget
		Original Budget	Revised Budget	YTD		
Salary & Benefits						
	Full-Time Salaries	1,095,500	902,568	102,411	800,157	11.3%
	Part-Time/Temp Salaries	2,296,600	2,108,896	239,891	1,869,005	11.4%
	Overtime	1,170,900	1,093,905	118,446	975,459	10.8%
	Employee Development	22,900	35,679	735	34,944	2.1%
	Other	2,307,700	2,144,845	208,545	1,936,301	9.7%
	Sub Total	6,893,600	6,285,893	670,028	5,615,865	10.7%
Equipment & Supplies						
	Materials Budget	109,700	543,082	45,423	497,659	8.4%
	Office Supplies	37,700	46,561	1,023	45,538	2.2%
	Other Materials & Supplies	491,500	434,529	45,589	388,940	10.5%
	Sub Total	638,900	1,024,172	92,035	932,137	9.0%
Services & Charges						
	Utilities	222,000	225,433	25,989	199,444	11.5%
	Facility Maintenance	21,500	22,969	7,052	15,917	30.7%
	Professional Services/Fees	404,600	441,801	7,382	434,419	1.7%
	Chargebacks	36,900	46,667	1,686	44,981	3.6%
	Telecommunications	13,100	13,100	2,057	11,043	15.7%
	Other Expenses	47,300	62,549	200	62,349	0.3%
	Sub Total	745,400	812,519	44,366	768,153	5.5%
TOTAL EXPENSED		8,277,900	8,122,583	806,429	7,316,155	9.9%
Community Cash Capital	Computers & Equipment	10,000	77,672	1,024	76,648	1.3%
	Library Furnishings	22,000	44,000	0	44,000	0.0%
	Library Facilities	54,000	146,449	0	146,449	0.0%
	Library Capital Projects*	576,000				
	Cash Capital Total	662,000	268,121	1,024	267,097	0.4%
REVENUE RECEIPTS		560,461	560,461	246,135	314,326	
						<i>Outstanding</i>
						<i>Receipts FISCAL YTD Revenue</i>

* Projects administered by City DES

Trust Funds Financial Report, Fiscal Year 2023-24

Fiscal YTD (through August 31, 2023)

	Allocation	Carry-forward	TOTAL	YTD Expenses	% of Total
Reynolds Fund - RPL	\$143,734	\$968	\$144,702	\$16,792	11.6%
Fenevessy (Central + Branch bal)	\$30,006	\$8,448	\$38,454	\$0	0.0%
Kenyon-Jeffries Fund	\$19,863	\$6,633	\$26,496	\$0	0.0%
Purton Fund	\$16,714	\$0	\$16,714	\$2,044	12.2%
Gleason Fund	\$15,590				
Gleason Fund (FFRPL)	\$12,144	\$28,125	\$55,859	\$4,094	7.3%
Gervickas Fund	\$5,942	\$6,391	\$12,333	\$0	0.0%
Taylor Fund	\$3,548	\$3,351	\$6,899	\$35	0.5%
Boland Fund	\$1,514	\$443	\$1,957	\$0	0.0%
Carnahan Fund	\$1,529	\$799	\$2,328	\$0	0.0%
Poletto Fund	\$1,529	\$2,233	\$3,762	\$0	0.0%
Beeney Fund (FFRPL)	\$4,839	\$60	\$4,899	\$43	0.9%
Craig Fund (FFRPL)	\$2,708	\$738	\$3,446	\$0	0.0%
Holtzman Fund (FFRPL)	\$1,551	\$474	\$2,025	\$0	0.0%
Lee Fund (FFRPL)	\$1,477	\$1,694	\$3,171	\$0	0.0%
Vietnam Veterans Fund (FFRPL)	\$698	\$1,390	\$2,088	\$0	0.0%
Tummonds Fund (FFRPL)	\$35,562	\$20,956	\$56,518	\$6,963	12.3%
TOTAL	\$298,948	\$82,704	\$381,652	\$29,970	7.9%

Gift Fund Financial Report, Fiscal Year 2022-23

Fiscal YTD (through August 31, 2023)

Fund	Allocation	Transfer In	TOTAL	YTD Expenses	% of Total
Gift Fund	\$10,252		\$10,252	\$5,754	56.1%



Rochester
Public Library

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115 South Avenue | Rochester | New York | 14604

TO: RPL Board of Trustees
FROM: Patricia Uttaro, Director
DATE: September 27, 2023
SUBJECT: Monthly Report–September 2023

Action Items

NYSED Grant Approval (Harrison)

Based on need, the RPL will submit an additional grant application as part of the annual NYSED Library Construction grant process, as follows:

Rundel North Elevator Replacement: The Rundel building has two staff stairwells with three (3) elevators. One freight elevator is used by RPL and Monroe County Library System facilities, shipping, and staff. The second main stairwell elevator will be removed from service in the summer of 2024 for the Rundel ventilation upgrades project. The decommissioned elevator serves all floors needing ventilation and goes from the lower stacks to the penthouse. It is optimally positioned for future rooftop unit access and centralized ductwork connections that will be installed during the project.

The ventilation upgrades will leave a single staff elevator serving all floors in the north stairwell, as required by code, as well as the one freight elevator in the south stairwell at the conclusion of the project. However, this north stairwell elevator has been inoperable since May 2023; the original equipment is obsolete, and the City term contractor cannot source replacement parts. To have an operable north staff elevator by the close of the south staff elevator for the ventilation project, the RPL will utilize the OMNIA contract to replace the elevator in-kind. KONE would subcontract necessary electrical and craning work outside the elevator trade. Connecting security and phone lines would be done through existing term contract work and coordinated by our Library IT and Facilities staff. The direct purchase will enable replacement in time for the decommissioning of the Rundel center elevator. The cost for all work established by KONE, Inc. is \$580,000 and we are requesting a 75% NYSED match for \$435,000. The balance of \$145,000 is from 2021-22 cash capital allocated for Rundel elevator upgrades.

Board Action Requested: Approve the grant application and acceptance of \$435,000 from the NYSED Division of Library Development for the construction projects described; the total projected awards to the RPL are \$606,190 for 2023-24.

2024 Holiday Schedule (Uttaro)

We ask for approval of the following holidays for RPL staff in 2024:

New Year’s Day----- Monday, January 1
Martin Luther King Jr. Day--- Monday, January 15
Spring Floater to be taken between February 1 and April 30
Memorial Day----- Monday, May 27

RPL Board Director’s Report–September 2023 (Continued)

Juneteenth ----- Wednesday, June 19
Independence Day----- Thursday, July 4
Labor Day ----- Monday, September 2
Indigenous Peoples’ Day ----- Monday, October 14
Staff Day ----- Friday, October 25
(Library buildings will be closed to the public – staff reports for Annual Staff Day)
Veterans’ Day----- Monday, November 11
Thanksgiving Day ----- Thursday, November 28
Christmas Eve----- Tuesday, December 24
Christmas Day ----- Wednesday, December 25
Director’s Discretionary Day to be taken during the calendar year 2024

Our agreement with CSEA specifies (6) holidays for PT employees working 650+ hours in the preceding year; New Year’s Day, Martin Luther King, Jr. Day, Juneteenth Day, Thanksgiving Day, December 24th, and December 25th. Three (3) additional holidays provided to PT staff with 650+ hours in the preceding year and with 6+ years of service are Memorial Day, Independence Day & Labor Day.

Board Action Requested: Approve the 2024 holidays as proposed.

Appointment of MCLS Board Liaison to the RPL Board (Uttaro)

On September 20, 2023, MCLS Board President Christopher Corcoran appointed Suzanne Stockman to serve as the liaison from the MCLS Board to the RPL Board. Ms. Stockman has served as President of the MCLS Board and on the Fairport Library Board of Trustees for many years. She succeeds Erick Stephens in the role of liaison and will fulfill his City Council-appointed term ending in 2026.

Board Action Requested: Approve the appointment of Suzanne Stockman as the MCLS Board Liaison to the RPL Board.

Report & Discussion Items

RPL Director Patricia Uttaro reporting

Recommended Reading

- “Kudos to the Galway School Board” <https://www.timesunion.com/opinion/article/editorial-kudos-galway-school-board-18336116.php?IPID=Times-Union-opinion-centerpiece>
- Attorney General James and NYSED Commissioner Rosa Issue Guidance to Promote Diversity, Equity, and Inclusion in New York Public Schools - <https://www.nysed.gov/news/2023/attorney-general-james-and-nysed-commissioner-rosa-issue-guidance-promote-diversity-equity>
- “I Made the Most Banned Book in America” by Maia Kobabe - <https://thenib.com/i-made-the-most-banned-book-in-america/>

Upcoming Events

- Various Dates: Erie Canal Discussion Series - <https://libraryweb.org/news/erie-canal-discussion-series-at-mcls-member-libraries/>

RPL Board Director's Report–September 2023 (Continued)

- September 25: Grand Opening of the Rochester Public Library Lincoln Branch & Toy Library, 11:00 a.m. at 851 Joseph Avenue
- September 28: Take It Down! educational program for MCLS and RPL Trustees, 9:00 a.m. at Rochester Museum and Science Center.
- October 18: Art of the Book reception, Hacker Hall at Central, 5:00 p.m.
- October 19: Literacy Rochester Brain Games, Hyatt Regency, 5:00 p.m. – MCLS will defend its title! Any trustee interested in participating on the team or attending, please see me.
- November 1-4: Annual New York Library Association conference, Saratoga Springs. See https://www.nyla.org/4DCGI/cms/review.html?Action=CMS_Document&DocID=281&MenuKey=conf_info for more information.

Social Workers in Libraries – During budget discussions in the spring, Councilmember Martin requested that the mayor consider adding funds to put social workers in libraries. There were several discussions with the Mayor and Budget Director regarding what this would involve. Our position has been that funding for professional services agreements with various agencies is preferable to hiring social workers as staff. Brie Harrison, Tonia Burton, and I recently met to discuss what we would require in a pilot program focused on families and children based out of the Central Children's Center. Harrison and Burton met with some providers to gain a better understanding of what we might expect in response to a Request for Proposal process, and Harrison has since developed a draft RFP. We will discuss this with the city's budget staff and hope to have a solid proposal in place in October, with an RFP process happening in November-December. We also plan to discuss with budget staff the possibility of directing some of the funds available to PSAs with MC Collaborative and Person-Centered Housing, two agencies that have provided social services assistance to our patrons for many years at no charge.

MCLS Staff Summer Reading Program – At the end of June, we launched the first-in-memory MCLS staff summer reading program. Staff from all over the system submitted the books they read via a simple form; at the end of each week, a random name picker was used to draw names for weekly prizes and book giveaways. Participation was robust:

- 1133 total titles submitted
- 931 unique titles submitted
- 156 staff members participated
- 99% of the MCLS libraries participated

This is an example of the work of the MCLS One-System Team, which attempts to provide activities for all MCLS staff to enjoy building familiarity and camaraderie among staff and libraries. Later this fall, we'll offer posters of a word cloud of all the titles submitted:

to the Geva production. Geva returned to the VIP Pass program this season, so we are happy with the progress of this collaboration.

Social Media

August 2023	RPL Twitter	MCLS Twitter	Facebook	Facebook Groups	Instagram	YouTube
Profile/ Page Visits	N/A	N/A	1,026	-	80	-
New Followers/ Page Likes	7	8	26	59	26	7
Engagements	61	31	745	94	73	49
Check-In/ Mentions	N/A	N/A	-	-	2	-
Post Reach	8,565	892	10,112	-	2,473	23,953
Video/Story Views	-	-	396	-	798	1,601

Facility and Capital Updates

Brie Harrison reporting

The RPL is preparing for both City and County Capital Improvement Program planning, with submissions due in September (County) and October (City). There will be several changes in recommended amounts and funding years but will be mostly consistent with the projects requested from the year prior. Project updates are as follows:

Branch Updates

- Charlotte Roof Replacement: MRB Group is near complete with design; as noted in the August NYSED construction grant application, cost estimates exceeded the original project budget. We anticipate spring 2024 construction with completion in the fall. Other than some noise there will be no impact to operations.
- Lincoln Branch Library renovation: We hope trustees can join us for the September 25th grand opening. Some punch-list and minor finishes (window blinds, exterior signage) are being completed this month. The adjacent parking lot is now complete. Come visit!
- Maplewood Renovation & Expansion: HUNT continues with design and the RPL has supported two public meeting sessions; an update on design will be provided at the September Board meeting. A third public meeting will be scheduled and hosted virtually in late September/early October. An early 2024 bid on this project with an estimated 18-month construction means relocation to temporary leased space by June 2024; planning from Branch administration with City Real Estate support is underway. All staff, furnishings, and materials will be relocated to the temporary site.
- Branch Card Read Access: The Genentec card access system installation is complete— the badging system is installed at branch entrances (with the exception of Maplewood). We are waiting on City IT coordination of

the central server to allow RPL to set up and issue access cards. We anticipate the new system will be fully functional by November.

- **Douglass & Sully Lighting Upgrades:** The RPL will participate with the City School District's summer construction projects at School 12 and School 33 to provide energy-efficient lighting upgrades for the libraries' exterior and interior fixtures. Some new fixtures will be replaced at Sully, with most of the work swapping older ballasts and bulbs with LED. This will occur in the summer of 2024 with minor disruption to operations.

Central Updates

- **Rundel Masonry & Window Restoration:** Bids are scheduled for October and will be a two-year construction schedule starting spring 2024. Much of the work will be based outside with scaffolded facades, which will limit but not completely exclude staff disruptions. Interior repairs include the Shipping area which will require coordination.
- **Rundel Roof Replacement:** It is recommended that the roof replacement be bid as one package with the Masonry & Window project given the use of the roof as a swing scaffold base; ARPA funding and allocated debt for the overall project enables bid/award with existing funding, which will reduce our upcoming CIP requests. Some alternate work is incorporated into the combined project to ensure a viable "base bid."
- **Bausch & Lomb HVAC:** Due to no bid for the General Contract work, and delays in negotiating the use of Term Contracts, the project was recommended to be re-bid with bid opening in October. Much of the project includes heat pump replacements which are over staff areas as well as public areas. Similar to the Rundel Windows project, some staff may be temporarily displaced for short durations. This is a NYSED-funded project.
- **Bausch & Lomb Roof Replacement:** CPL Architects' design is complete, and the bid will occur in late October. Coordination will be required with the BLB HVAC project for several rooftop unit replacements. This is a NYSED-funded project.
- **Rundel Ventilation Upgrades:** Design continues with LaBella for this project, with a focus on fresh air intake on the second and third floors as well as units located in the penthouse roof area in the building, which are original. A reminder that this project, once cost estimates are better defined, will require a partial appropriation of Library Fund balance as previously approved with the Library Capital Improvement Program submission.
- **Rundel North Elevator:** As described in the NYSED grant application authorization, we anticipate replacement to begin in early 2024 for a roughly three-month duration. Lots of work in Rundel this spring!

Central Library Updates

Emily Clasper reporting

Read posters featuring local legislators, officials, and other public figures have been installed in the windows of the Bausch and Lomb building. Several passersby have since been seen stopping to look closely at what book each person in the posters is reading. One person commented to Emily Clasper, “I love these! So colorful!”



Arts/Literature, Robert Scheffel reporting

Programs

Story Weavers Drama Workshop met Monday nights in July in Kusler-Cox auditorium and will continue through August. Led by theater instructor Lucia Radetzki, the workshop covers the basic techniques of acting and production. The group plans on performing original material at the end of August. The workshop received positive feedback, and the instructor will be holding additional workshops in the future.

Melissa Manczuk of the Arts and Literature Division returned to Lifespan at the Wolk Café to resume her very popular craft classes there. The group of talented crafters created tissue paper peonies. The participants were very enthusiastic about making the flowers and delighted by the range of color choices available. Many were surprised by how easy the flowers were to make, one lady mentioned that she was not crafty at all, but that she could certainly do this and would love to come to more classes. We chatted about the different kinds of crafts we love doing and what kinds of crafts they would like to see in the future.

Arts Division had Nigel Maister present a program titled ‘Joy of Snaps’, a reflective, informative look at the history, meaning, and materiality of snapshots. Maister spoke about how in our current times, in a world of social media, endless photographs never get printed. In this world of immaterial photographs, the snapshot occupies a space in our lives to reflect, to see a life lived, and to embrace a universal moment of the human experience. Maister ended his program by talking about what collectors look for in images, how to find them, and how to sell images that no longer need to be held onto. Maister answered questions about his experiences with being a collector, his personal relationship with photography, and how this subject can be of interest to everyone. This program gave a larger contextual understanding to anyone who seeks to look deeper into their collection. Everyone has a snapshot in their life.

Anecdotes/Other

The staff is excited that Nanci Nugent is scheduled to return in September, following her recovery from an injury.

Business Insight Center (BIC), Jennifer Byrnes, reporting

Programs

BIC co-sponsored the Science of Cannabis Symposium. This event aligned with the RPL strategic priority of Education and Engagement.

Outreach/Meetings/Training

- Jennifer Byrnes presented cannabis initiatives at the Public Library Systems Directors Organization (PULISDO) conference in Buffalo.
- The BIC team met with a cohort of businesses in the Food Future program. Based in New York City, Food Future is a scale-up accelerator for small, yet established companies that provide unique products and solutions across our food system. Their focus areas include consumer products, local food, plant-based food, sustainable seafood, ag tech, food tech, and food waste. The program director is based in Rochester, NY, and previously worked at NextCorps.
- Melissa Cobo attended the Center for Urban Entrepreneurship's ROC the Pitch competition.
- All BIC staff participated in training for Mintel, a new consumer behavior/preferences database.
- Melissa Cobo attended the US Patent and Trademark Organization's First Time Filer Program.

Anecdotes/Other

At the PULISO conference, Nick Buron, Chief Librarian and Senior Vice President of the Queens Public Library, commended Patty Uttaro for supporting BICs cannabis initiatives. Mr. Buron later reached out to Emily Clasper to compliment Ms. Byrnes on her presentation and her depth of knowledge on the topic.

Consulting

Hours of in-depth market research: 41

The Carlson Center for Intellectual Property assisted:

- In person: 6
- Email: 18
- Mail: 0
- Phone: 2
- Zoom: 1
- 3D Printer: 0
- Webpage views: 83
- Requests Outside Greater Rochester Area: 11

Database Usage Statistics (July)

- Frost & Sullivan: Downloads: 11 Value: \$38,500
- IBISWorld: Page views: 148 Value: \$60,730
- InnovationQ: Logins: 23 Searches: 232
- Mintel: 6 sessions
- PitchBook: Logins: 34
- Statista: Searches: 7,146 Downloads: 2,316

Children's Center, Tonia Burton reporting

Programs

- Miranda Hazen continued the Make it Together series with Marble Runs and finished it with visiting artist Stick Trick Domino Dude! Michael Fantauzzo is a domino and chain reaction artist who brought thousands of dominos and taught the families many tips and tricks for making their own domino chain reactions.
- An educator from the George Eastman Museum led children in a wool painting workshop. They were captivated by stop-motion animations made by Andrea Love out of felted wool. Then, they made their own creations out of colorful wool.
- Tonia Burton and Miranda Hazen hosted families for the Work Exploration program at Innovation Field. Families and children learned about the different types of jobs needed to run a baseball stadium. Red Wings administrators gave families free bags and tickets for refreshments to enjoy while they attended the game.



Community Outreach/Meetings/Training

- Burton, Katie Powell, and Margarita Chaves attended the Fidelis Backpack Program at the Strong Museum of Play this month. Families could choose from a variety of books to take to their home libraries. Families also received information on future programming at Central.
- Burton and Chaves supported the asylum seekers who had recently arrived in Rochester. They brought various items such as art supplies, games, and whiteboards to the Holiday Inn Downtown to create a child-centered space for the children. They also decorated the room with the alphabet and numbers in Spanish and created a small library for families to share. Burton is working with staff to establish regular bi-lingual programming for families.



Anecdotes/Other

- Friendship Children's Center and Generations Child Care visited the library several times this summer with transportation support from a Konar Grant to the FFRPL. The visits were arranged on days we had visiting artist programs, and the groups stayed afterward to enjoy the Children's Center and Secret Room.
- The Children's Center has been making use of a new outreach item from the MCLS Office games collection. Families have been very creative and having a great time building with the giant magna-tile-like pieces.



Raising a Reader

Chaves spent the month of August reviewing grant applications and preparing bags for the upcoming school year. Chaves and Burton have been in contact with staff from our sites to plan for staff training on RAR. They also been working on ideas for RAR outreach activities for our families.

Circulation/Information, Chad Cunningham reporting

Statistics

Curbside Pickup Appointments-4

New Borrowers-221

RRLC Access Cards Issued-14

Notarial Acts-269

Anecdotes/Other

- Chad Cunningham received an e-mail from an individual in Cape Town, South Africa. The person had purchased a book online and when he received it, he noticed that the book was a library book. He was worried that the book had been stolen. He was willing to send the book back. He contacted us because the book was from the Monroe County library system. After another e-mail exchange, Cunningham determined that the item was not from our MCLS but one of the other Monroe County library systems in the United States. Cunningham searched the catalogs of the other systems and determined that the item was not part of any of their collections and let the purchaser know he could enjoy the book in good conscience.
- A patron came up to Jim Montione at the Information Desk and asked if he could stand there for a while. He told Montione that he was having a panic attack because there were so many people in the building. Montione talked the patron through the situation- he told the patron to breathe slowly and that he would stay with him. The patron had left his bag in the Media Center. When he was feeling better, Montione walked him over to the Media Center to retrieve the bag. The patron thanked Montione and left.
- A patron called the library with an issue: she needed help setting up a Libby account for her 92-year-old father. Callise Wiley took the call and worked with the patron to set up the account. There were issues with the account e-mail which Wiley was able to resolve. Now the father can read and listen to his heart's content.

Local History & Genealogy, Christine L. Ridarsky reporting

In August, the records of the Monroe County Historian's Office were relocated from St. John Fisher University to the second floor of the Rundel building. The records must be processed before they are available for use. The library will hold the unprocessed records and Local History & Genealogy staff will continue to provide reference service for the Monroe County Historian's Office until consultant Gerry Smith's recommendation for managing this office is submitted and a decision is made concerning the best path forward for handling historical services for the County/City/Library. The division fielded six reference inquiries for the Monroe County Historian's Office in August.

Programs

Dan Cody hosted a walking tour on the theme "Beyond Flour and Flowers: Industry in Rochester." This was the fourth of five monthly tours the division scheduled for this summer. The tour series is proving very popular, and the division has scheduled additional tours for the fall in response to patron demand.

Outreach/Meetings/Training

- Ridarsky and Michelle Finn met with representatives from the Rochester Genealogical Society (RGS) to discuss how the library and RGS can rekindle their longstanding partnership, which has flagged since the

COVID-19 pandemic. RGS member John Caufield expressed an interest in facilitating a new monthly genealogy group gathering, which will be hosted in the Local History & Genealogy Division every third Saturday starting in October.

- Finn met with two teachers from the Rochester City School District who want to pursue funding to digitize the district's entire yearbook collection. This project is a perfect complement to the FamilySearch digitization project underway at the library, and the conversation focused on how these projects might mutually benefit one another while avoiding duplication of effort.
- Ridarsky met with two professors from St. John Fisher University (Mark Rice and Christopher Badurek) at the City's Records Center to begin planning for a Spring 2024 course on urban renewal that they will be teaching. The Office of the City Historian is a partner in the course development project, which was funded by a grant funded by the National Endowment for the Humanities. The course will result in a map of urban renewal sites in the Baden-Ormond neighborhood.
- Finn facilitated a meeting between staff at the Rochester Museum & Science Center and library patron Karen Dinkle Bunton, whose collection of family artifacts was featured in the Everyday People exhibition that the Local History & Genealogy Division mounted in 2019. The collection has been temporarily stored at the library since coming here for the exhibition, and Finn has been assisting Bunton in finding an appropriate repository to permanently house it. (Due to the nature of the items in the collection—three-dimensional artifacts and material culture—it does not fit within the library's collection scope.) Museum staff reviewed the collection and have agreed to take it in. Finn will work with Bunton and the museum staff to ensure a smooth transfer of the collection to the museum this fall.
- Ridarsky and Emily Morry met with RIT history professors Tamar Carroll and Rebecca Edwards to discuss the forthcoming Fall 2023 and Spring 2024 issues of the Rochester History journal and to plan for the upcoming meeting of the journal's Editorial Board in September.
- Finn represented the library at a planning meeting for the City of Rochester's ROC the Riverway weekend, an annual city-wide celebration that takes place the first weekend of October. The Local History & Genealogy Division will offer a walking tour of the historic High Falls district in support of this year's event.
- Finn met with St. John Fisher University professor Oliver Griffin to discuss how the library can support a course on German immigration that he is creating with funds from a National Endowment for the Humanities grant.
- Mario Castillo attended the online seminar "Embodying DEI and Cultural Humility in Workplace Wellness" by Twanna Hodge, sponsored by the Central New York Library Resources Council.

Archive of Black History & Culture

- The Archive of Black History & Culture's Community Advisory Board met once in August. The board is developing a collection scope that will be used to determine what items are collected and accessioned into the archive. Board members are also working on developing a strategic plan that will guide decision-making for several years to come.
- In addition to these assignments, Community Advisory Board members discussed the Urban League's upcoming Interrupt Racism Summit, at which project manager Antoine McDonald, Board Chair Xavier Holiday, Board Vice-Chair Shanterra Mitchum, Lavelle Lewis, and Jean Pryor will present (virtually). Their session will introduce the Archive of Black History & Culture with a focus on dismantling racism within historical records as well as a focus on empowering attendees to act once they leave the presentation.

RPL Board Director's Report—September 2023 (Continued)

- McDonald also met this month with Project Consultant Mekko Mongeon to review and discuss the survey report she is writing.

Digital Projects

- Contractor Lisa Buda continued creating item-level metadata for the digital surrogates of the library's postcard collection. As previously discussed, grant funding under a Rochester Regional Library Council Collections and Access grant is allowing Buda to undertake this critical work. Fess will be working with Buda on this project potentially for the rest of the calendar year (the grant requires completion of the work by December 31, 2023). Buda reached the halfway point in this project at the end of August.
- The division continues to contribute digitized content to a handful of online platforms, increasing discoverability and access to these materials. There were 1,494 page views of content available through the library's Rochester Voices site (<http://www.rochestervoices.org/>) in August. Unfortunately, the August statistics for New York Heritage and New York State Historic Newspapers were not available at the time of this report.

Special Collections

Brandon Fess accessioned two new collections in August. One was a donation of mixed local history material from the St. John Fisher University library; the other was the Calendar and Carrier Greeting Collection, for which Fess also created a finding aid. The latter is an artificial collection that has long been maintained by Local History & Genealogy Division staff but has never been properly accessioned or described.

Social Media

There were two new posts to the Local History ROCs! blog in August: "Troubled Bridge Over Water: The History of the Stutson Street Bridge" by Dan Cody, and "Bad Medicine, pt. 2: The Rise and Fall of H.H. Warner and the Warner Safe Cure" by Emily Morry. The new posts received 271 views. In addition, readers from 31 countries revisited 183 previously published posts for a total of 2,345 views in August. All blog posts can be read online at www.rochhistory.wordpress.com.

Interns/Volunteers

The division's work was supported by two volunteers in August for a total contribution of 16.5 hours. Karen Sue Brown continued sorting and filing the backlog of newspaper clippings; she contributed 10.5 hours. Linda Lopata contributed 6 hours entering collection information into ArchivesSpace to create finding aids for collections in the Office of the City Historian.

Anecdotes/Other

Michelle Finn assisted News10NBC Chief Investigative Reporter Berkeley Brean in researching a story about how Rochester-area newspapers covered Martin Luther King's famous "I Have a Dream" speech in August 1963. Brean filmed himself and Finn using the division's microfilm readers to look up articles; the footage supplemented the story on the evening news. The story can be viewed at <https://www.whec.com/top-news/how-rochester-media-covered-the-march-on-washington/>.

Upcoming Events/Programs

- Wednesday, September 20, 5-7 p.m., walking tour, "Washington Square Neighborhood," with Emily Morry. Visit <https://calendar.libraryweb.org/event/10704465> to register.

RPL Board Director's Report—September 2023 (Continued)

- Wednesdays, September 13 & 27, October 11 & 25, November 8, 6-7:30 pm, “Rights and Recognition: The Haudenosaunee in the New Nation,” a reading & discussion series centered around Michael Oberg’s book *Peacemakers: The Iroquois, the United States, and the Treaty of Canandaigua, 1794*, facilitated by Mario Castillo. Visit <https://calendar.libraryweb.org/calendar/Central/Peacemakers> for more information.
- Saturday, October 7, 1-2 p.m., “Historic High Falls Walking Tour” with Dan Cody, in conjunction with the City of Rochester’s ROC the Riverway weekend. Visit <https://calendar.libraryweb.org/event/11253504> to register.
- Saturday, October 21, 10:30 am-12:00 pm, “Family Finders Genealogy Club,” facilitated by John D. Caufield, Rochester Genealogical Society. A new monthly genealogy group that will meet in person in the Local History & Genealogy Division every third Saturday beginning in October.

Reynolds Media Center, Joseph Born reporting

Reference

RMC handled 832 reference questions and 245 non-reference transactions for a total of 1077.

Programs

Summer Concerts:

"Ad-Hoc" chamber music with a twist.

"String Theory" Traditional Modern Americana

"Eric Heveron-Smith" Multi-Generational / Multi-instrumentalist

"Fatima" Songwriter/Live Looping Artist

The See It First film was *Are You There God? It's Me, Margaret*.

RMC performed 20 A/V setups for programs in the Central Library

Displays/Exhibits

RMC posted 2 stories to Facebook, prepared 1 new brochure, and created 3 displays in the RMC division showcasing materials from the collection.

Hoopla

Circulation

Audiobooks – 1117

Binge Pass – 23

Comics – 163

eBooks – 410

Movies/TV – 289

Music – 84

Total Circulation – 2146

Users

New users – 63

Patrons using all 7 borrows – 104 (18%)

Total users – 596

Cost

Total \$4,782.89

Per item – \$2.23

Anecdotes/Other

The Reynolds Media Center continues to have many patrons report that they would not have internet access if it were not for the loan of the Mi-Fi units.

Science and History, Gabe Pellegrino reporting

Programs

Fruit & Vegetable Program Introduction: This Zoom Program was presented by Iluminada Vilca, SNAP-Ed Bilingual Nutrition Educator from the Cornell Cooperative Extension of Monroe County. Iluminada offered tips for healthy eating and ways to incorporate fruits and vegetables for everyday meals and was an introduction to a 6-part healthy eating series that Iluminada will offer. Iluminada provided instructions during this session for enrolling in the upcoming series. Eighteen people registered for this program and 13 people attended. All participants were engaged throughout the program and several questions were asked.

Outreach/Meetings/Training

- LROC (Library Resource Outreach Center) visitors were at about 70 for August, an especially high number despite some cancellations. The Division continues to see private appointments taken at the library on non-LROC days from Person-Centered Housing Options. This indicates the need is higher than what can be provided during the regular LROC schedule. The health insurance navigator from Legal Assistance of Western New York (LawNY) was also here for her monthly visit.
- Pellegrino attended the August meeting of the Community Cancer Action Council, which also breaks up into subgroups regarding community-driven cancer research: video production and youth education. The Council is part of the library's partnership with Wilmot Cancer Center. As the video production is complete, Pellegrino has moved on to join the youth education area. This month a group of about 25 high school students from the Rochester City School District met at the Danforth Community Center. Pellegrino attended this meeting to support fellow CCAC members. A group representing the CCAC Youth Pipeline presented a discussion to encourage the students to consider medical research as a career path. The students were told of opportunities to shadow current URMC researchers. After graduation, many research assistant positions, including full-time positions, will be available. This presents an excellent opportunity for students in underserved areas to find worthwhile work and a career path in the medical field.



Grants

Lily Anthony assisted patrons with grants in subjects such as food pantries, and health and wellness.

Technology Center, Jay Osborne Reporting

Computer use has risen significantly relative to July 2023, there was a 10% increase in the daily total hours of computer use in the Technology Center. Viewing the data with a longer lens, one can see the year-to-year daily hours of computer use have risen 15% when comparing August 2022 to August 2023.

Programs

- The partnerships with Digital Literacy and Rochester Works continue to be very popular. Digital Literacy has several volunteers based in the Technology Center, each with different strengths. Our patrons naturally gravitate to one or another that fits their needs. This diverse array of skill sets is a huge bonus for our patrons and the rest of the Tech Center team. Leroy Banks of Rochester Works is very happy to have a weekly opportunity to connect with our library's users. The natural fit between his organization's services and the patron population is almost ideal.
- Pedro Nunez is happy to return the Tabletop Role Playing Group to its usual time and place as the library returns Saturday to the weekly schedule. He has been able to keep the attendance up, despite the library's change to the summer schedule. He has included more technologies to enhance the events and to make the sessions easier to run and more enjoyable for everyone.

Anecdotes/Other

The Technology Center serves all kinds of people with all kinds of projects. Some patrons require very little staff time to reach their goals. Others may need more help. Some patrons' needs are met in a matter of minutes, some in hours, and some take literally years to reach their goals. This month marks the final step in a 5-year process for one of our patrons. Let's call him Mark. It started years ago with a dream to have a career in nursing. With no background in science or math, Mark was totally unprepared to reach his goal, and he knew it. What he also knew was where to go to get help. He found that help in the Tech Center's former iteration, the Information Desk. Staff helped set up appointments with tutors in basic math and chemistry. Mark worked very hard to gain the skills and credits he needed to meet the prerequisites for the nursing program he wanted to get into. Once he got into the program, he needed more help formatting papers and uploading assignments. Finally, this summer, after literal years of hard work, Mark was at the library when he opened the email that officially notified him that he had passed all his tests, and his nursing degree was complete. Staff congratulated him on seeing this long project to completion. Mark got pretty choked up and thanked the Tech Center team for helping him get through the program. But Mark hasn't just been working on his professional degree. In the past 5 years, he has worked various jobs to put himself through school. He has bought a commercial property in the city where he has started a successful barbershop. Is Mark exceptional? Yes, he is. Is his success the product of his enormous focus and willpower? Also, yes. But at the same time, his story is emblematic of the kind of support this team can provide to any of the patrons who walk in our door.

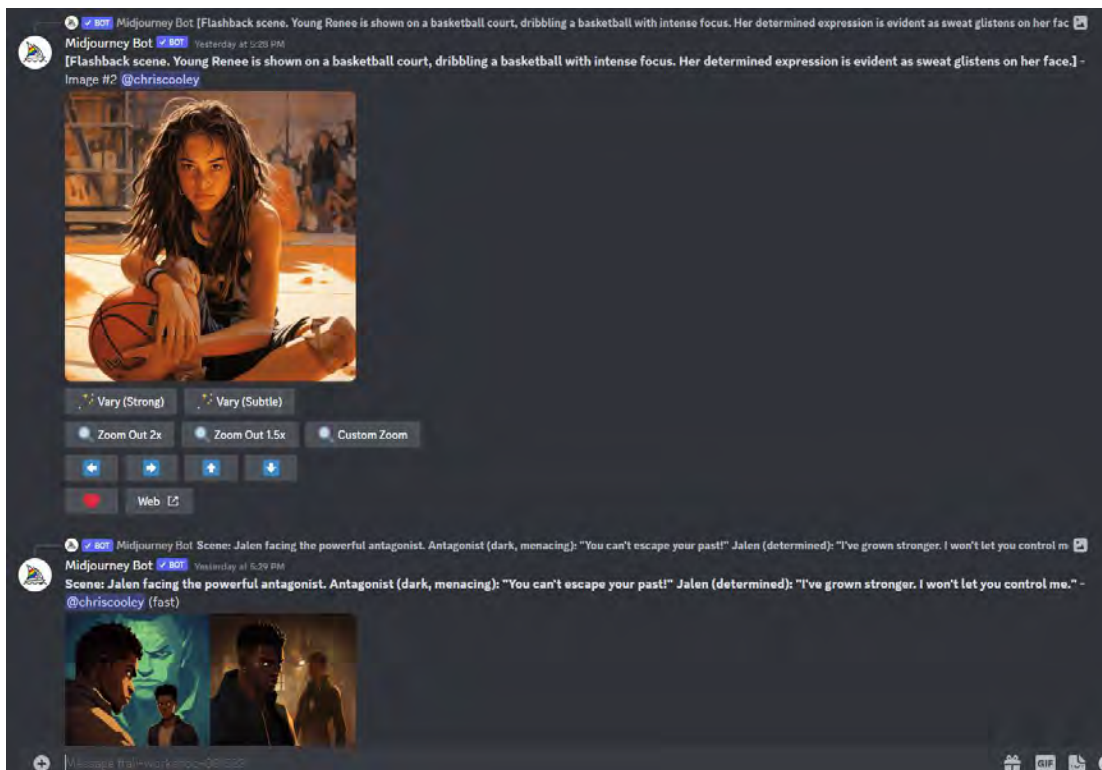
Teen Central, Shetora Banks reporting

Programs

- August was our Second Annual Esports Month. There were multiple tournaments with prizes from community sponsors including DiPisa Subs, The Fried Fish Shack, 585 Fighterz, and Cuts and More Barbershop. Participants had a blast and competed hard for gift cards. Year two of the Central Library Liberators launches in September.



- Climate Robot Rangers: Teen Central/RPL, RMSC, and UR College of Education offered climate data literacy classes in August. We held the last class at the RMSC where we engaged 31 youth in two settings, and groups of multi-age family visitors. Youth co-designers who had been attending the climate classes at the library twice a week, helped us present climate data content and assisted with materials-based exhibit tables at the Rochester Museum and Science Center (RMSC) demonstration programs with younger youth.
- This month the media lab hosted an artificial intelligence comic book creation lab. After filling out a questionnaire, participants got their story created by Artificial Intelligence and then utilized another AI to create their comic book pictures. This program was also presented at the RCSD Maker Fair where the RCSD staff were very excited to explore this concept.



Outreach/Meetings/Training

Fae Jahanshiri received an invitation for collaboration from Kate Wagner, a fourth-year PhD researcher in Astrophysical Sciences and Technology at RIT. Jahanshiri is excited to co-teach a series of workshops offered by RIT and engage Girls Who Code students to promote an interest in physics, astronomy, and learning to code. The goal is to provide insights into various subareas of astrophysics research and offer participants a glimpse into what it is like to work in the field.

Anecdotes/Other

A teen came to the teen center with a paycheck from his first summer job. He wanted to know how to cash it and possibly open a bank account. John Hylton walked with the teen to Citizens Bank, and he learned the process of how to cash the check. The teller also gave him a pamphlet with instructions on how to open an account for a minor.

Student feedback from the Climate Robot Rangers "Youth loved this class. She's asked her teachers if we can do the pop-up exhibit at her school this Fall. She impressed her relatives when she explained lichens and tree ecology to them when we were visiting family! She is so interested in the subject!" —Student's Parent



Community Library Updates

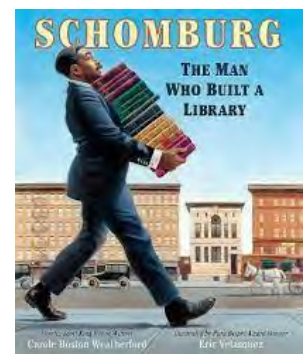
Melanie Lewis reporting

In August the focus was on interviewing and choosing a candidate for the key position of Library Area Coordinator. After serving in the position in a temporary appointment, Erin Clarke was selected for permanent appointment. Erin has been with RPL Branches for over 15 years, working as a Librarian at the Lyell Branch, Manager at the Douglass Branch, and most recently in Branch Administration. We are currently planning and preparing to fill the position vacated by her.

Anecdote/Other

The bright spot of the month was a visit to Cameron Ministries in NW Rochester, near the Lyell Branch. Because of a vacancy and a vacation, I agreed to assist in an outreach event. Later, staff at Cameron specifically asked for a person of color to speak with 2 youth groups about pursuing a career in libraries.

I shared two beautiful picture books with the younger children about the lives and careers of Pura Belpre' and Arturo Schomburg, both of Afro-Latino Descent. Pura was the first Puerto Rican Librarian in the NYPL and was famous for her outreach, storytelling, and skills as a puppeteer. Arturo, born in Puerto Rico, was a famous activist, historian, and collector of African history. His collection is archived at the Schomburg Center for Research and Black Culture at the NYPL, Harlem Branch. The teens enjoyed hearing about Central's Teen Center and ImagineYOU studio. Some of the teen program staff members, young adults themselves, expressed interest in library work in future careers and in Literacy Aide



positions. The staff stated they would plan a field trip to ImagineYOU when after-school programming began. I will remind them!

Arnett Branch Library, Bruce Tehan reporting

Programs

Arnett had many successful, well-attended programs this month. Arts and food-themed programs did extremely well with all age groups. The most popular event was the summer reading celebration pizza party and magic show at which many children, teens, and adults received prizes for their reading this summer. Writers & Books offered young patrons a free week-long writing workshop again this summer which was well attended and enjoyed by all.

Community Outreach/Meetings/Training

In addition to visits to the Westside Farmers Market by Carmetha Jones and Bruce Tehan, Books by Bike was brought to a Healthy Moms Family Resource Fair at St. Mary Medical Campus on Genesee Street. Over 500 picture books were given away at the fair.

Anecdotes/Other

Kate Peck reports: There are a few teenage boys who like to play Monopoly at the library almost every day. Nancy Cholewa upgraded them to Mega Monopoly which has a larger board with more properties, an extra die to roll, and a greater variety of cards to draw. Peck joined them for a game, the teens won, and there was a lot of smiling and laughing!



Charlotte Branch Library, Dennis Williams reporting.

Programs

- Karen Duff reported summer reading concluded with seven happy winners of the weekly drawings.
- Laura Jackett led a workshop to teach patrons the art of making kaleidoscope books
- Dennis Williams reported over 50 items were printed for patrons who had become extremely interested in the 3-D printer. The library is currently working with an engineer who is printing out exacting jigs and molds, and he sends in updated files weekly for printing.
- Jennifer Cherelin reported a program at Ms. Jocelyn's Daycare Drumming class featuring Cherelin and her good friend and master drummer Emmeth Young from Gales Point Manatee in Belize
- 2023 Youth Summer Reading Program ended with a bang! There was an increase in program participants since last summer.

Outreach

Produce Distribution: food was delivered to 50+ homes via churches by six different volunteers, and food donations from vendors at the Rochester Public Market and Bageland fed a total of 189 families.



Douglass Community Library, Evanna DiSalvo reporting

Programs

- Children and adults got creative and painted rocks to be added to the library's rock garden display. The rocks will be added to the wildflower garden after the display ends.
- There was a good turnout of people from the neighborhood to exchange children's clothing in anticipation of the start of school. One family was especially eager to find things for their younger son because the seasonal hand-me-down sizes from their oldest child did not match his growth. All items remaining at the end of the swap were donated to the neighborhood Goodwill store.
- The ice cream social was a hit and was a fantastic way to end the summer events.

Community Outreach/Meetings/Training

Haley Geier and Evanna DiSalvo represented the library at the Anna Murray-Douglass Academy School #12 Back to School Bash, which was attended by 500 students and family members. Three adults and eleven children signed up for library cards. There was a drawing for two Team Doug Fan Club t-shirts – one youth size (24 entries) and one adult (15 entries). The library table was located right in the middle of the activity!

Anecdotes/Other

- Three Rochester Childfirst Network preschool classes visited Douglass Library, and staff look forward to increased collaboration with the neighboring school.
- Senator Jeremy A. Cooney chose the Frederick Douglass Community Library as the location for a press conference announcing \$10,000 for Imagination Library and \$25,000 for Let's Get L.I.T.



Lincoln Branch Library, Sarah Lehman reporting

Programs

- The library was able to have lunches from Foodlink available to children and teens.
- El Grupo Cultural Latinos en Rochester visited the library and shared diverse folklore dancing with families. There were costumes from different Latino countries and music. Families were encouraged to participate and Ms. Evelyn shared information about the different dances.
- Cirque Us visited the library for their Juggling 101 workshop. Patrons were delighted to build upon the juggling experience and rocked their show-and-tell presentation at the end of the workshop!

- Vera Haygood coordinated a visit from RocDog for the teens.

Community Outreach/Meetings/Training

- Griffin Van Ostrand brought bubbles, hula hoops, and musical instruments to El Camino Play to show what the Toy Library has to offer. The kids really enjoyed figuring out how to blow bubbles of assorted sizes by applying various levels of pressure to make the bubbles bigger or smaller.
- Rosa Diaz visited Wilson Commencement as part of their summer camp program. The children enjoyed story times, arts and crafts, music, and games. Wilson Commencement is excited about a possible after-school collaboration as well.
- Haygood participated in the Pillars of Hope mentorship program information session. The program is to connect and help children in Rochester meet their full potential.

Anecdotes/Other

- It was wonderful to renew past collaborations with Baden Street Child Development Center and Wilson Commencement Park Youth Development. These two organizations have partnered with the Lincoln Branch Library for almost 20 years.
- The Lincoln Branch Library has finally opened to the public again after a building-wide renovation. The staff are happy to see patrons coming back in to utilize the new building and to be back in the branch! Patrons have all expressed joy at accessing the library again and are excited about all the new features.

Lyell Branch Library, Cathy Kyle reporting

Programs

- Artemis Markakis and Manju Sharma welcomed the Taproot Youth Garden Group that held a weeklong program at Lyell Branch. They gave 20 teenagers a tour of the space, told them about the programming and resources available through the library, signed them up for library cards, and helped them make their first resumes.
- Sharma organized and hosted the End of Summer Reading Party, where kids and teens had a blast with cotton candy, games, and prizes.
- Natasa Prelevic organized a hands-on presentation from Grupo Cultural Latinos Rochester featuring costumes, music, and various dances as part of the Summer Reading initiative that embraces cultural diversity.
- Cathy Kyle hosted a bookbinding program for adults that went very well. Sewing was required and we had college students that had never sewed before! We had people from all over who were visiting Lyell and they thought that the library was darling.



Community Outreach/Meetings/Training

Markakis visited Cameron Community Ministries with Melanie Lewis, where they held a story time and information/Q&A session for 11 elementary-school-age children about libraries and how to become a library worker. Markakis also handed out crafts and flyers about library programming.

Maplewood Community Library, Johanna Buran reporting

Programs

- There was a youth program almost every day this month, including three field trips funded by the Friends & Foundation of the Rochester Public Library. We were able to visit the Rochester Museum and Science Center, The Strong Museum of Play, and the Memorial Art Gallery. For some children and teens, this was their first time visiting these locations, and they all said they had an amazing time.
- There were three craft-related programs that tested the limits of the library staff's skills. The first program was tie-dye, which was a huge success. The art club learned to work with clay and learned important details about what happens to clay as it dries. There was also a slime day with another large group of participants.



Anecdotes/Other

- One of Maplewood's teens gave the library a book she created about the rock cycle. It had a table of contents, cited its sources, and was in English and Arabic.
- Staff helped a patron apply for her first job. The patron is a refugee from Syria and applied to the Rochester City School District to work in the cafeteria of a school near her house.

Monroe Branch Library, Mary Clare Scheg reporting

Programs

- Workshop in theatre arts, movie night, and end-of-summer reading party
- Theresa Filo had a Henna program with the local business Henna Rising. The event was a huge success!

Community Outreach/Meetings/Training

- Matthew Hoople tabled an event at Pinnacle School #35 and interacted with 89 people.

Anecdotes

- Hoople subbed at the Charlotte Branch and has now worked at least one shift at each of the city branches!
- For the first time in Monroe's history there will be a part-time security guard. The candidate is going through the hiring process and awaiting a start date.

Phillis Wheatley Community Library, Lori Frankunas reporting

Programs

- The end of summer reading party was very popular as usual with a large number of children and teens participating. Dance was incorporated into the program and Netsins ice cream truck gave away free ice cream to all program participants. (Priority #1: Promote learning, provide fun and deliver creative and innovative educational experiences for our diverse populations).
- Canning with Sister Colette – Sister Colette presented a food canning program to interested patrons. (Priority #1: Promote learning, provide fun and deliver creative and innovative educational experiences for our diverse populations).



Community Outreach/Meetings/Training

- Sheilah Murphy connected with Amy Shropshire from Central Library who created shelter and food resource cards for patrons. Shropshire willingly shared them with Wheatley Library, and they are already in use.

Anecdotes/Other

- Serving Foodlink lunch and snacks throughout the summer is very important for the community. Many of the children and teens are dependent on coming to the library for lunch and snacks when school is not in session. Wheatley had 667 children and teens come for food this month.
- While attending the Corn Hill Gazebo music series for outreach, Murphy talked to many local patrons, one of whom beamed about how much they loved and appreciated everything we did for the community. In addition, they said Wheatley Library was their favorite library destination.

Sully Branch Library, Maria Heeks-Heinlein reporting

Programs

- With a fun spray park in the background, Maria Heeks-Heinlein ran a storytime under the trees. After the stories, she passed out bags with Rochester Public Library (RPL) flip-flops and beach towels. The next day, many of the children at this event went on an outing to Stonybrook Park with the Thomas P. Ryan Community Center and they all used the RPL items. One parent came into the library after the field trip to thank the library for the towels. We thank Patty Uttaro for the towels and flip flops, the Friends &



Foundation of the Rochester Public Library for the bags, and the Thomas P. Ryan Community Center for collaborating on this fun program.

- Heeks-Heinlein went to the Thomas Ryan Community Center to read a story to children. The extra-large version of *Brown Bear, Brown Bear, What do You See?* was well received by the children.
- Sully Branch Library enjoyed a wonderful performance by the Womba Africa drum group. Their singing was lovely, and they were skilled at keeping the kids engaged! Jasmine Santiago and Jose Mendez were even given an opportunity to play on stage.



Community Outreach/Meeting/Training

- Heeks-Heinlein attended the Beechwood Neighborhood's America's Night Out event. She was able to speak to several community members while there.
- Jacob Bigelow was assisted by Arthur Griffith at a neighborhood service center outreach event. Several people whom Bigelow spoke to were surprised and excited to hear that the Rochester Public Library is now fine free. Several of these people mentioned how they hadn't been to the library in years because of the fines on their accounts. Bigelow informed them that their fines would have been wiped for late returns, and this seemed to inspire a few to get their cards renewed.
- Heeks-Heinlein attended the John James Audubon School #33 Back to School event. She spoke to many families about the Rochester Public Library going fine free, which was extremely popular with the parents. When returning to the library after the outreach, Heeks-Heinlein saw Carmen Gonzalez processing a new library card for someone from the event.

Anecdotes/Other

During the Recreation Center closure at the end of the month, Sully received meals from Foodlink to pass out to the children. One day while serving lunch to the children, an adult asked Heeks-Heinlein how long she had been at the library. Heeks-Heinlein said that she was here for 13 years, to which the adult said *"I thought so. I was here when you first started. My daughter said, 'I am going to be friends with that librarian', and you were friends. You spent a lot of time with her when she was here. She is all grown up now, these are my grandchildren, and I will be bringing them to this library."*

Winton Branch Library, Kathy Wolf reporting

Programs

- The Cornell Cooperative Extension gave a wonderful presentation to families about pollination. This program built off the interest in bees that was kindled in June when the local hive swarmed.
- A group of about ten people from Afghanistan visited the Winton Branch Library with their sponsors. They asked for a tour of the library, which Kathy Wolf was happy to provide. They all registered for library cards and were encouraged to return often.

Community Outreach/Meetings/Training

Winton Branch Library was invited to have a table at Charles Carroll School #46 Parent Orientation this month. Wolf brought the Joke Jar, library information, and applications for library cards to the event. She saw old and new friends and created new connections in the community.

Anecdotes/Other.

- The library received a phone call from a woman who had been in a serious car accident in June and felt that she was coming along enough to be able to listen to a book or read something in Large Print. She was under doctor's orders not to drive, and her husband's work hours precluded him from picking up library material for her. Since her house is only about two blocks from the Winton Branch Library, Wolf brought her a few large print books and helped her download Libby on her phone so she would be able to listen to some books.
- Emily Smith assisted a patron with logging on to the library computer and then asked if there was anything else she could help her with. The woman confessed that she didn't know how to use the keyboard. Smith was able to assist the patron with logging into her email, as well as retrieving and printing her important documents. When the interaction was done, the patron asked Smith if she could hug her as she was just so grateful and relieved to have the documents.
- Reilly Liberto helped a patron use a library computer to design a stencil for jewelry-making. Several days later, the man came to the library with his family. They explained that he was working on improving his English and wanted to thank Liberto for all her help. He gave her a polymer clay bee that he made using the stencil design that Reilly helped him to create.
- Monroe County installed two outdoor Naloxone boxes near each of the Winton Library's book drops allowing lifesaving access even when the library is closed.

Central Year End Budget Report, Fiscal Year 2022-23

Operating Budget Expense Summary

	Original Budget	Revised Budget	Expenses	% of Budget
Adminstration	2,563,300	2,800,069	2,351,184	84.0%
Public Services	3,789,200	3,989,003	3,761,504	94.3%
Technical Services	1,749,000	1,768,037	1,687,280	95.4%
SUBTOTAL	8,101,500	8,557,109	7,799,968	91.2%
Employee Benefits	3,193,700	3,193,700	3,129,306	98.0%
TOTAL	11,295,200	11,750,809	10,929,273	93.0%

Revenue Summary

	Original Budget	Revised Budget	Received	Increase (Decrease)
MCLS System Service	2,352,500	2,352,500	2,126,228	(226,272)
Service Charges	259,100	259,100	187,279	(71,821)
Grants	233,000	233,000	141,531	(91,469)
NYS Aid	447,100	447,100	465,942	18,842
SUBTOTAL	3,291,700	3,291,700	2,920,981	88.7%
Monroe County*	7,291,300	7,291,300	7,108,349	(182,951)
City Central Share**	641,900	641,900	641,900	0
TOTAL	11,224,900	11,224,900	10,671,230	95.1%

*Public Services expense reimbursement quarterly less Central revenues; \$3M accrual carry forward

** prorated share assumed for budget purposes; total City tax contribution in Fund Total

Community Year End Budget Report, Fiscal Year 2022-23

Operating Budget Expense Summary

	Original Budget	Revised Budget	Expenses	% of Budget
Branch Administration	930,300	1,419,444	1,284,791	90.5%
Arnett	402,400	362,619	346,513	95.6%
Charlotte	357,000	317,246	326,945	103.1%
Lyell	296,400	253,572	225,958	89.1%
Lincoln	451,400	409,225	360,701	88.1%
Maplewood	518,300	492,436	438,774	89.1%
Monroe	351,400	318,311	329,687	103.6%
Douglass	295,600	265,506	277,658	104.6%
Sully	436,600	415,014	395,658	95.3%
Wheatley	371,700	344,067	351,445	102.1%
Winton	365,700	314,564	329,940	104.9%
Maintenance	120,300	162,932	125,277	76.9%
TOTAL	4,897,100	5,074,936	4,793,347	94.5%

Revenue Summary

Category/Description	Original Budget	Revised Budget	Received	Increase (Decrease)
Fines and Fees	223,700	223,700	129,835	(93,865)
Grants	233,500	233,500	233,500	0
NYS Library Services Aid	99,600	99,600	101,289	1,689
SUBTOTAL	556,800	556,800	464,624	(92,176)

Interfund Transfer/Prior Year Enc.

TOTAL	556,800	556,800	464,624	83.4%
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RPL OPERATING FUND SUMMARY Fiscal Year 2022-23
Expense Summary

	Original Budget	Revised Budget	Expenses	Variance
CENTRAL	8,101,500	8,557,109	7,353,253	(1,203,856)
COMMUNITY	4,897,100	5,074,936	4,366,481	(708,455)
DEBT SERVICE	280,800	280,800	279,200	(1,600)
BENEFITS (CITY UNDISTRIBUTED)	3,692,200	3,692,200	3,323,482	(368,718)
TOTAL	16,971,600	17,605,045	15,322,416	(1,913,911)

CAPITAL FUNDS SUMMARY Fiscal Year 2022-23

	Original Budget	Revised Budget	Expenses (current & prior FY cc)	Variance
RPL CAPITAL	169,000	169,000	106,491	N/A
CITY LIBRARY CAPITAL*	75,000	870,000	587,010	N/A
SPECIAL GRANTS (NYS ED)	1,343,848	1,343,848	1,339,909	N/A
TOTAL	1,587,848	2,382,848	2,033,410	

Revenue Summary

	Original Budget	Revised Budget	Received	Variance
CENTRAL**	10,583,000	10,583,000	10,029,330	(553,670)
COMMUNITY	556,800	556,800	464,624	(92,176)
CITY TAX SUPPORT, INTEREST, OTHER	7,179,400	7,179,400	7,349,100	169,700
FUND BALANCE UTILIZATION	175,000	475,000	475,000	0
TOTAL	18,494,200	18,794,200	18,318,054	(476,146)

YE Fund Balance FY23 (est.)	1,503,822
FY24 Fund Balance Utilization	(100,000)
AVAILABLE Fund Balance	1,403,822

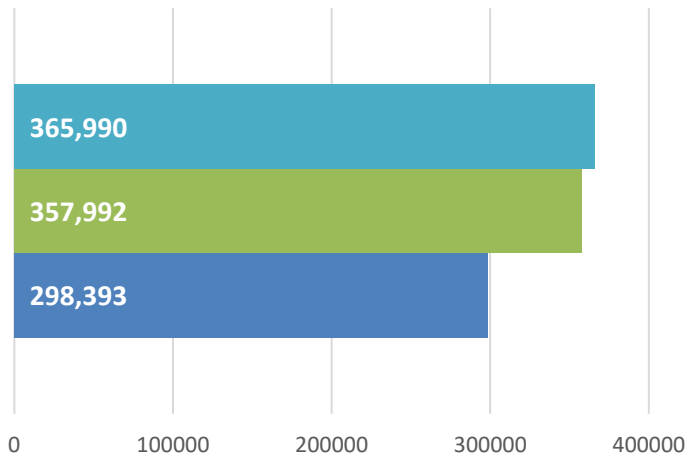
*Expenses include Prior Year Funds; Does NOT include Debt authorizations (FY23 \$762,400)

** Subtracts City Pro-Rate Share as this is reflected in tax support totals

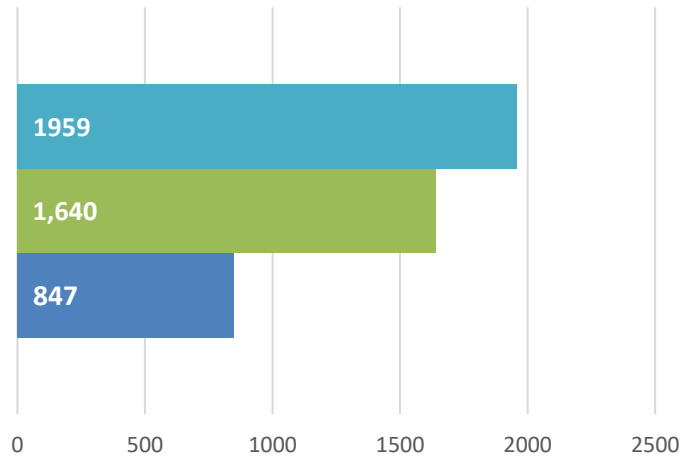
RPL Central Statistics YTD
Jan--Aug



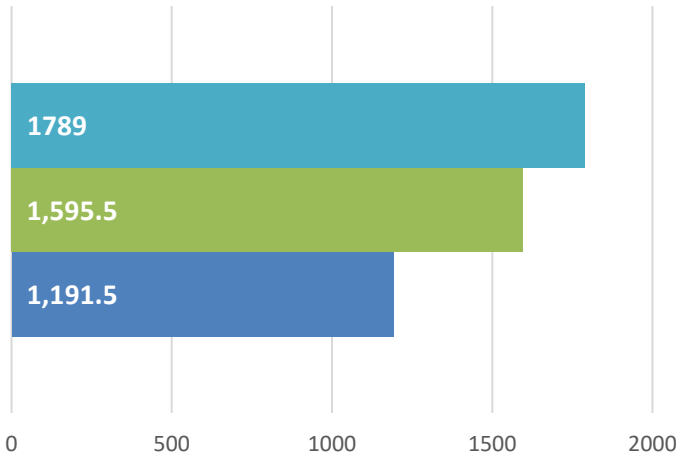
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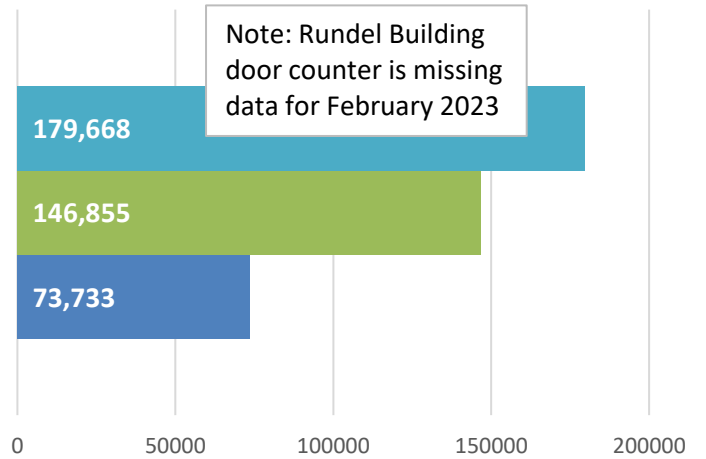
LIBRARY CARDS



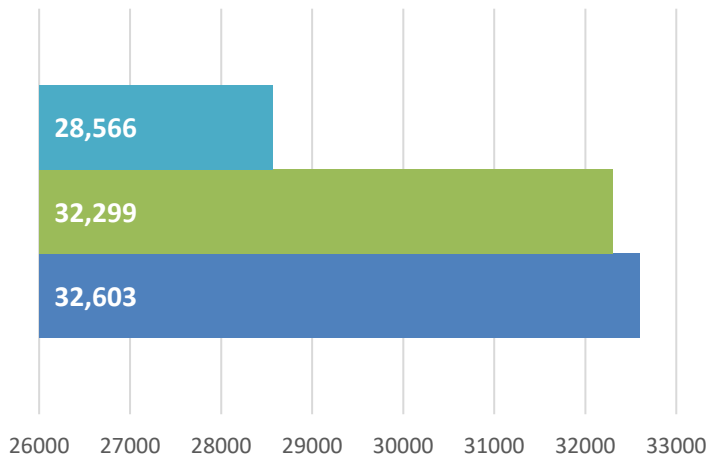
SERVICE HOURS



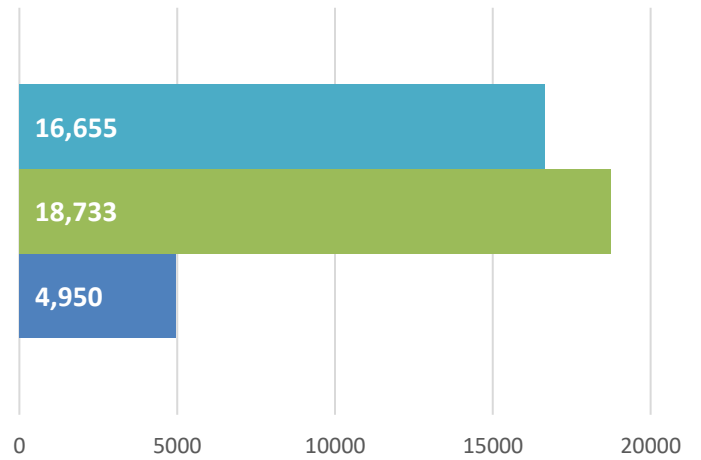
VISITS



REFERENCE QUESTIONS



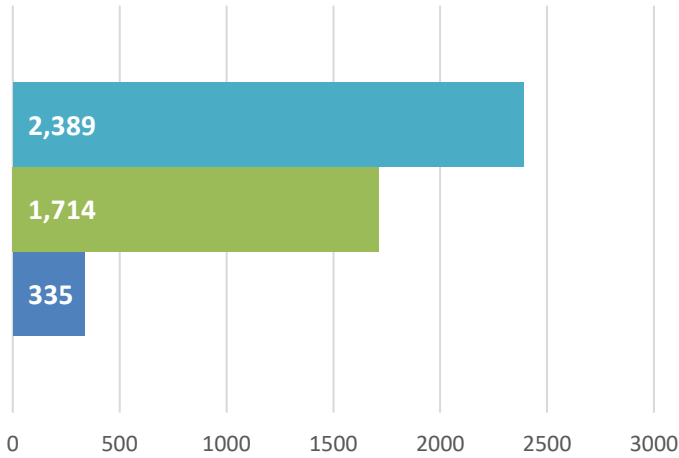
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RPL Central Statistics YTD
Jan--Aug



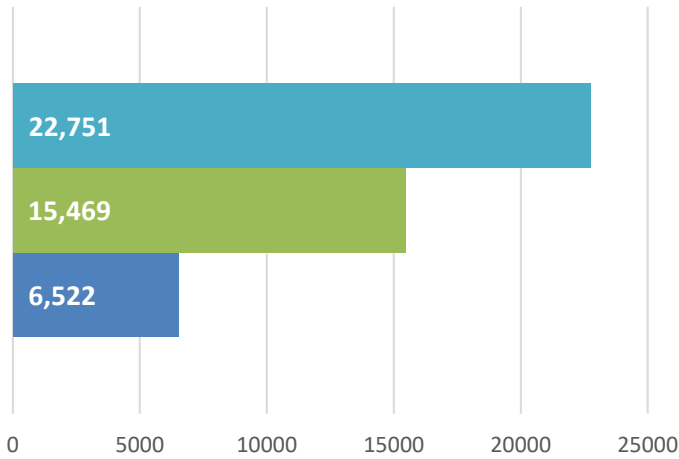
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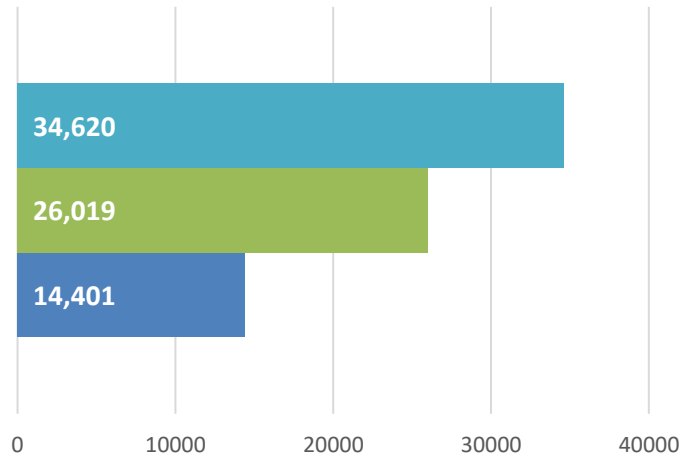
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- Non-reference:** Directional questions. E.g., What are the hours? Where is ___?
- Notary:** Notary Public acts. Each signature counts as one act.
- Computer Hours:** Hours patrons used the public PCs.
- WiFi Uses:** Number of log-ins to the public WiFi.
- Group Programs:** In-person and online programs. Excludes one-on-one programs and take-n-make.
- Program Attendance:** Attendance at Group Programs. Excludes staff and presenters.

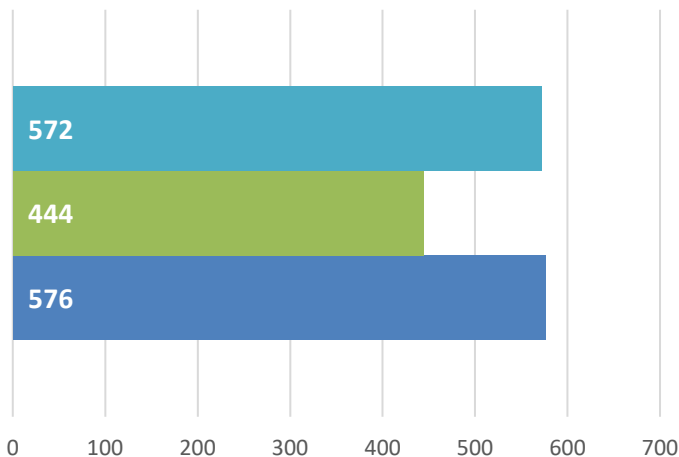
COMPUTER HOURS



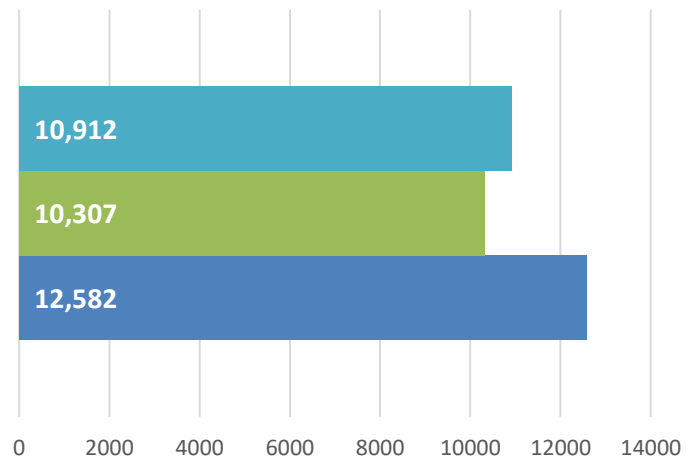
WIFI USES



GROUP PROGRAMS



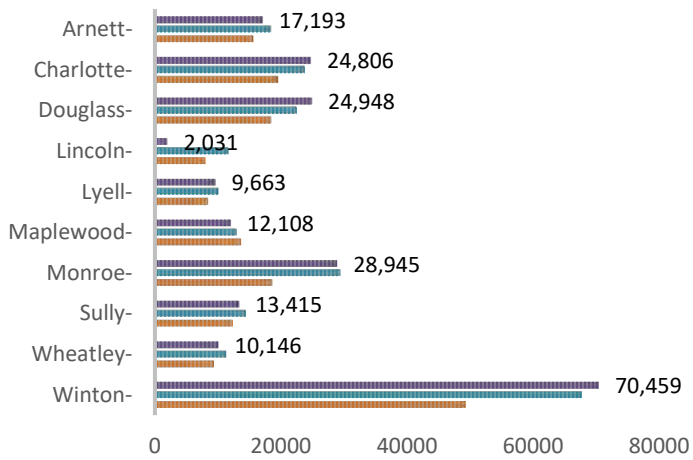
PROGRAM ATTENDANCE



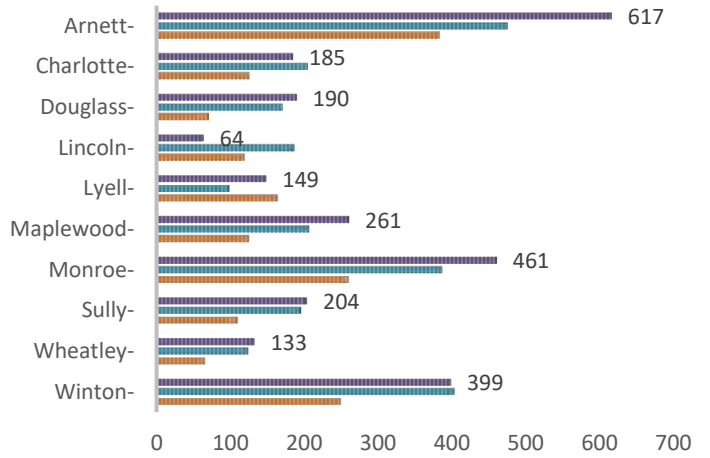
RPL Branch Statistics YTD Jan--Aug

2023 2022 2021

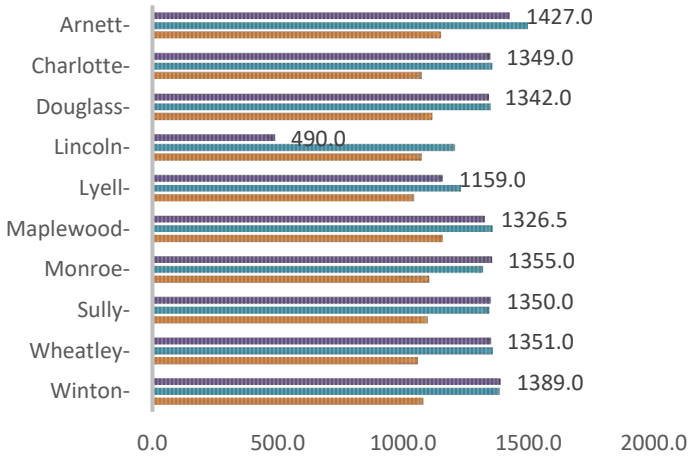
CIRCULATION



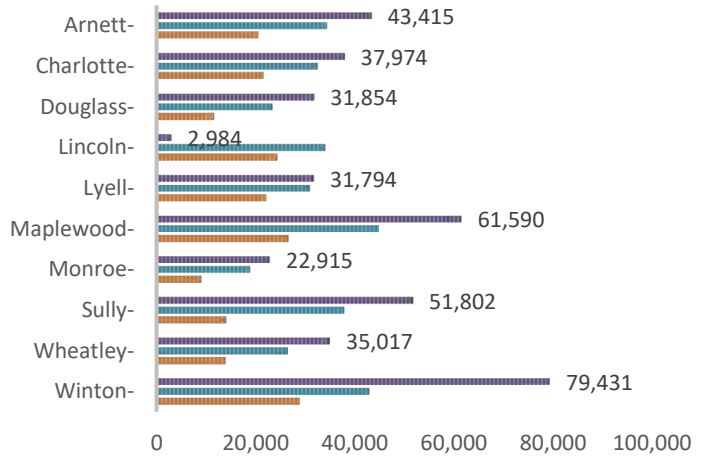
LIBRARY CARDS



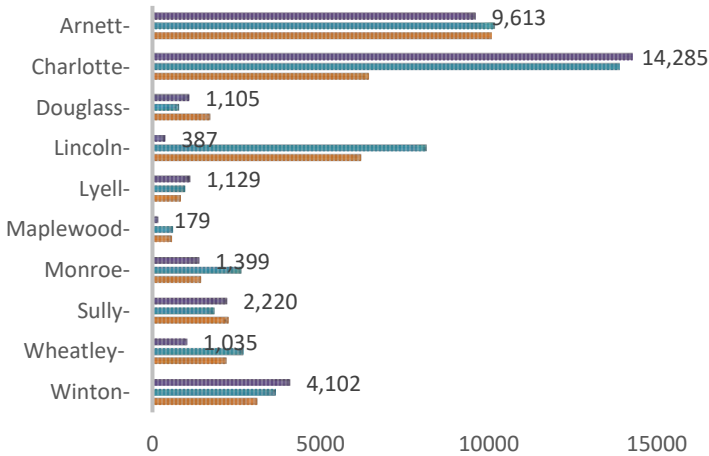
SERVICE HOURS



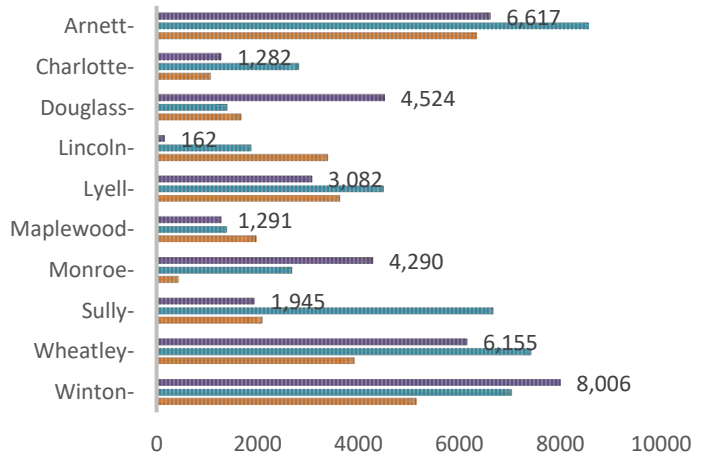
VISITS



REFERENCE QUESTIONS



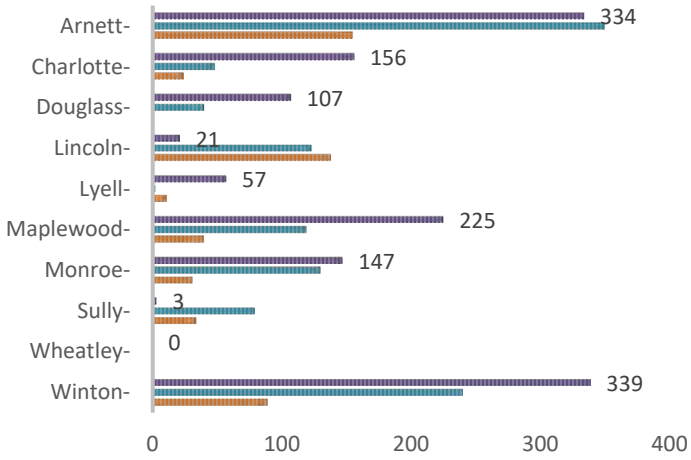
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RPL Branch Statistics YTD Jan--Aug



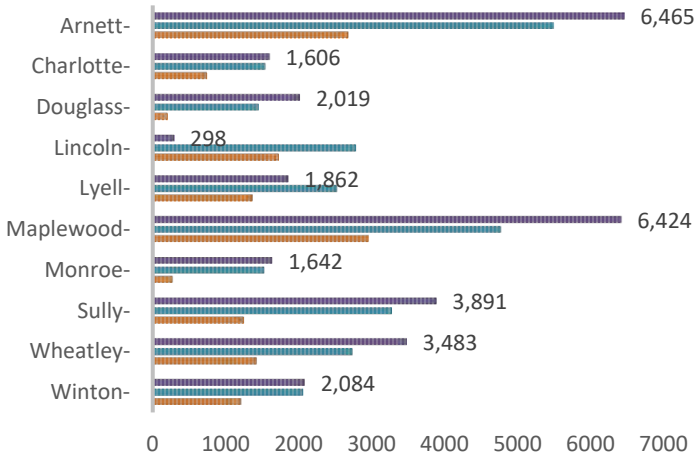
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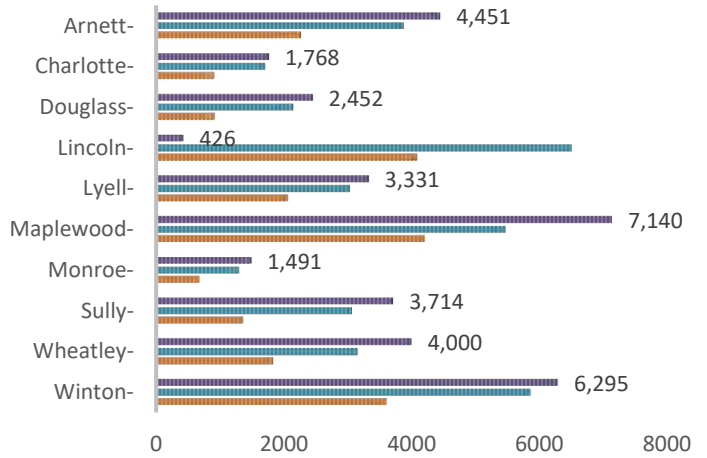
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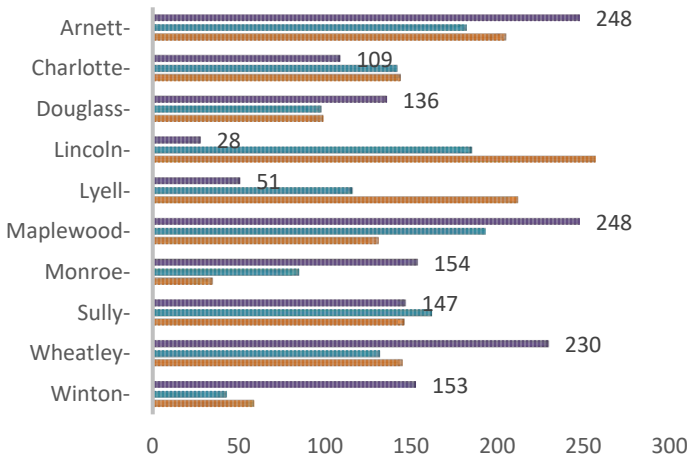
COMPUTER HOURS



WIFI SESSIONS



GROUP PROGRAMS



PROGRAM ATTENDANCE

