

**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**

June 26, 2024, 9:00 a.m.

Agenda

I. PUBLIC COMMENTS

Benjamin

II. ACTION ITEMS

- | | | |
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| 1. Minutes of Prior Meeting | Benjamin | page 3 |
| 2. Personnel Changes | Suro | page 7 |
| 3. Financial Reports | Hasselwander | page 9 |
| 4. Open Meetings Policy | Uttaro | page 13 & 39 |
| 5. Library Store Agreement | Hasselwander | page 13 |
| 6. Library Trust Fund Allocation for FY25 | Hasselwander | page 13 & 41 |
| 7. Annual Operating Agreements | Hasselwander | page 13 |

III. REPORT/DISCUSSION ITEMS

- | | | |
|--------------------------------|---------|---------|
| 8. Liaison & Committee Reports | | |
| a. Liaison to the MCLS Board | Drury | |
| b. Friends & Foundation of RPL | Borgus | |
| 9. Staff Reports | | |
| a. Director's Report | Uttaro | page 14 |
| b. Central Library | Clasper | page 15 |
| c. Community Libraries | Lewis | page 28 |

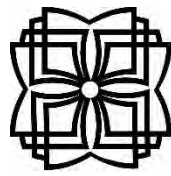
IV. OTHER BUSINESS

V. ADJOURNMENT

Next Meeting:

August 28, 2024

Central Library, Rundel Memorial Building



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**Meeting of the RPL Board of Trustees
Central Library, Rundel Memorial Building
May 29, 2024
Minutes**

RPL Trustees Present: Katherine Baynes, Donna Benjamin, Ellen Brenner, Alinda Drury, Glenn Gardner, James Kraus, Sharon Salluzzo, Karen Soanes, Suzanne Stockman, Jeffrey Tucker (quorum present)

RPL Trustees Excused: Daniel Karin

Staff and Guests: City Law Department Liaisons, Johanna Brennan and Allison Bartlett; staff members, Emily Clasper, Brie Harrison, Katy Hasselwander, Melanie Lewis, Debi Mansour, Jennifer Smathers, Ana Suro, Patty Uttaro

Call to Order

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

Public Comments

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

Introductions

Ms. Brennan introduced Allison Bartlett as the new attorney assigned to the Library from the City Law Office. She introduced herself and then everyone took turns introducing themselves and welcoming Ms. Bartlett.

Meeting Minutes

Ms. Salluzzo MADE A MOTION to approve the minutes of the April 24, 2024, meeting. THE MOTION PASSED UNANIMOUSLY.

Personnel Changes

Ms. Suro called attention to the personnel changes and staffing levels for April 8, 2024—May 10, 2024, and offered to answer questions. Mr. Gardner MADE A MOTION to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

Financial Reports

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

NYS Annual Report

Ms. Uttaro reviewed the highlights of the Annual Report to NYS with everyone and offered to answer questions. In response to a question Ms. Uttaro explained the state aid received is not impacted by the survey responses but rather is calculated by a per capita formula for the service area of the library.

Ms. Benjamin joined the meeting at 9:08 a.m.

Mr. Kraus MADE A MOTION to approve the RPL 2023 NYS Annual Report. THE MOTION PASSED UNANIMOUSLY.

Ms. Benjamin assumed the chair from Ms. Baynes.

Central Library Hours

Ms. Uttaro reviewed the item with the trustees and explained that in addition to the change in public hours, the proposal is to close the Central Library to the public until Noon on the third Thursday of each month to allow for staff to have meetings and complete other work that is difficult to do during open hours. Ms. Salluzzo MADE A MOTION to approve the proposed operating hours for Central, including the 3rd Thursday morning closure for staff meetings and training. THE MOTION PASSED UNANIMOUSLY.

Open Meetings Policy

Ms. Uttaro asked to table this item because she has received additional information from the City Law Department. Ms. Baynes MADE A MOTION to table the item. THE MOTION PASSED UNANIMOUSLY.

Early Closing of Rundel (edit: first floor only)

Ms. Uttaro explained that the action item needs to be amended. The correct request is to close only the first floor of the Rundel Building, not the entire building, at 1:00 p.m. on September 28 and October 19; and 9:00 a.m.–1:00 p.m. on January 24, 2025. Ms. Baynes MADE A MOTION to approve the early closing of the first floor of the Rundel Building on September 28, October 19, 2024; and January 24, 2025. THE MOTION PASSED UNANIMOUSLY.

Update to 2024-25 Community Library Budget

Ms. Hasselwander reviewed the amended Community budget with everyone and offered to answer questions. Mr. Gardner MADE A MOTION to approve the amended 2024-25 Community Library Budget. THE MOTION PASSED UNANIMOUSLY.

Update to 2024-25 Central Library Budget

Ms. Hasselwander reviewed the amended Central budget with everyone and offered to answer questions. Ms. Brenner MADE A MOTION to approve the amended 2024-25 Central Library Budget. THE MOTION PASSED UNANIMOUSLY.

Central Library Program Aid FY25

Ms. Hasselwander reviewed the item with everyone and offered to answer questions. Ms. Salluzzo MADE A MOTION to approve the NYSED Central Library Development Aid for the 2024-25 budget cycle. THE MOTION PASSED UNANIMOUSLY.

Agreements, Maplewood Community Library Renovation & Expansion

Ms. Uttaro reviewed the items with the trustees and offered to answer questions. She acknowledged Mitch Gruber’s role in connecting the library with Mary’s Place staff which ultimately led to a deal allowing the Maplewood Library to use 414 Lexington Avenue as a temporary service location during construction. In response to a question, Ms. Uttaro explained that the City Council will vote on a long-term lease later in the summer and the lease up for vote now is a short-term lease. Mr. Gardner made a motion to approve the three agreements related to the renovations of the Maplewood Community Library for the terms and conditions described. THE MOTION PASSED UNANIMOUSLY.

Liaison to the Monroe County Library Board (MCLS)

Ms. Drury reported that the MCLS Board did not have a quorum and therefore was unable to approve any items. She shared that the board heard reports on the Harold Hacker Grant for the Advancement of Libraries, the Emerging Leaders Program, outreach to the Monroe County Jails, a possible library certificate program from Empire State University, and the Person in Crisis (PIC) Team’s collaborations with the Central Library.

Reynolds Board Liaison

On behalf of Ms. Salluzzo, Ms. Uttaro reported that the Reynolds board approved their annual audit report and distributions to the library.

Director’s Report

Ms. Uttaro offered to answer questions about the written report. In response to a question, Ms. Clasper explained the changes in the Teen Center in response to multiple incidents. The changes include stationing a guard outside of the Teen Center, having the teens sign in with an ID to use the center, and limiting the capacity based on staffing available to monitor the area. Most teens have been understanding of the changes and are cooperating with staff. She thanked the trustees for their support in quickly changing the hours for Central Library.

Central Library

Ms. Clasper offered to answer questions about the written report. She shared that the mayor and several city staff members visited the library the day before to see the Teen Center. The visit was a surprise, and he came in around 2:00. The Teen Center wasn’t open since school is still in session at that time. Ms. Clasper was able to give them a tour and talk to the group about the Teen Center. Jeff Bostic was there and gave the group a tour of the ImagineYou space and spoke about the programs he offers. Overall, the visitors seemed very impressed with the spaces and the services the library offers to our teen patrons.

In response to a question, Ms. Clasper explained that a Teen Council is on the horizon for the library. Experience shows that the more the teens are involved in making the rules for their space, the more ownership they take and the more they tend to keep each other in check.

Community Libraries

Ms. Lewis offered to answer questions about the written report. She invited everyone to visit the Maplewood Community Library this Saturday for its last open day before the renovations project. There will be activities and a party atmosphere.

Next, she invited everyone to attend the upcoming author visit from Rebecca Walker. She thanked FFRPL staff Reuben Birch, and Susan Lusignan for their work on the program. She also thanked Donna Benjamin for volunteering to give opening remarks and introductions as well as being the author escort.

She reported that branches are focusing on summer activities and Summer Reading programs. Several branches will host the PROWD camp from Action for a Better Community (ABC) again this year. Library staff met with the program staff and addressed several issues and glitches from last year. This summer is on track to be much smoother with this improved communication.

Lastly, she reported there are seven students working in the library branches from the Summer of Opportunity program; and the planning for the Washington DC trip with Mr. Carter and a selected group of teens is progressing nicely.

In response to a question about the mobile library van, she shared that several components for the retrofitting are back ordered, and the current projection is the van will be delivered in late summer.

Other Business

Ms. Soanes shared that she will be unexpectedly moving out of the City of Rochester and will therefore resign her position on the Board.

In response to a question, Ms. Benjamin shared that the Director Search Committee has completed the job description, a minor change was submitted to the Civil Service, and the advertisement will be published as soon as the city releases the job posting.

Executive Session

Ms. Brenner MADE A MOTION At 10:08 a.m. to go into Executive Session to discuss the employment status of two individuals and to discuss a potential capital project. THE MOTION PASSED UNANIMOUSLY.

Dr. Tucker left the meeting at 10:38 a.m.

Ms. Brenner MADE A MOTION At 10:40 a.m. to exit from the Executive Session. THE MOTION PASSED UNANIMOUSLY.

Adjournment

The meeting adjourned at 10:41 a.m.

Dan Karin, Secretary

**ROCHESTER PUBLIC LIBRARY
PERSONNEL CHANGES
May 13, 2024 to June 7, 2024**

➤ **NEW HIRES**

Buonaccorso, Justin	Security Guard/PT/Monroe Branch	05/14/2024
Iervolino, Trudy	Library Assistant/PT/Central/Teen Center	06/04/2024
Johnson, Trevor	Library Tech Services Spec/PT/Central/Tech Center	05/28/2024
Soto, Natalie	Literacy Aide/PT/Lincoln Branch	06/03/2024
White, Kaira	Library Page/PT/Monroe Branch	05/22/2024

➤ **PROMOTIONS**

Hammond, Jonathan	FROM: Clerk III/Typing/PT/Central/Art & Literature	05/20/2024
	TO: Library Tech Services Spec/FT/Central/Tech Center	
Hammond, Luke	FROM: Bldg Maint Helper/PT/Central/Facilities	06/03/2024
	TO: Maintenance Worker/FT/Central/Facilities	
White, Suede	FROM: Mailroom Clerk/PT/Central/Shipping	06/03/2024
	TO: Account Clerk/FT/Central/Finance	

➤ **TRANSFER**

Black, Anna	FROM: Clerk Typist/PT/Central/Media Center	05/20/2024
	TO: Clerk Typist/PT/Central/Children's Center	

➤ **RESIGNATION**

Castillo, Mario	Library Assistant/PT/Central/Local History	05/25/2024
Murphy, Sheilah	Librarian I/PT/Wheatley Branch	05/27/2024

**STAFFING
May 13, 2024 to June 7, 2024**

Full-Time Positions	Central	Branches
Budgeted	77	27
Filled	76	26
Vacancies	1	1
Part-time Positions	Central	Branches
Budgeted	122	136
Filled	75	104
Vacancies	47	32

**Rochester Public Library
Financial Report – Summary
June 26, 2024, Board Meeting**

Central Financial Report, May 2024

Salary & Benefits: Salaries, wages, and overtime within budget. The annual retirement lump contribution was higher than budgeted - \$718K vs. \$682K, but retiree medical is under budget with benefits overall within budget.

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

Services & Charges: Utility charges and refuse chargebacks posted. Professional services includes OCLC lump-sum charges for the year, full expenses to FFRPL for Spring Author Series and Cloud subscription renewal fees.

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

Community Financial Report, May 2024

Salary & Benefits: Salaries and wages are within budget. OT slightly over budget due to staffing shortages.

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

Services & Charges: Utility charges and refuse chargebacks posted. Facility maintenance includes cleaning and other supply orders for the year. Professional fees includes first System Services billing for MCLS & branch programming.

Cash Capital: Exterior painting at Arnett complete. Funds are reserved for other planned expenses including site work.

Central Financial Report, Fiscal Year 2023-24

Category	Description	May				Remaining Balance	% of Budget
		Original Budget	Revised Budget	Expenses FISCAL YTD			
Salary & Benefits	Full-Time Salaries	4,765,600	4,750,600	3,729,457	1,021,143	78.5%	
	Part-Time/Temp Salaries	1,518,200	1,513,200	1,117,218	395,982	73.8%	
	Overtime	15,000	15,000	12,025	2,975	80.2%	
	Employee Benefits	3,201,300	3,201,300	2,551,655	649,645	79.7%	
	Employee Development	21,000	26,457	20,269	6,188	76.6%	
	Other	118,400	105,100	45,247	59,853	43.1%	
	Sub Total	9,639,500	9,611,657	7,475,870	2,135,787	77.8%	
	Equipment & Supplies	Materials Budget	504,800	640,776	493,921	146,855	77.1%
		Other Furnishings & Equipment	8,500	8,500	3,613	4,887	42.5%
		Office Supplies	52,100	65,245	50,983	14,262	78.1%
Other Materials & Supplies		50,500	52,197	25,791	26,406	49.4%	
Sub Total	615,900	766,717	574,308	192,410	74.9%		
Services & Charges	Utilities	464,600	487,005	335,719	151,286	68.9%	
	Facility Maintenance	121,900	161,540	87,150	74,390	53.9%	
	Professional Services/Fees	266,000	326,557	287,668	38,889	88.1%	
	Chargebacks	80,100	74,620	21,257	53,363	28.5%	
	Service Charges - Other Gov't	51,400	51,400	44,168	7,232	85.9%	
	Telecommunications	16,700	21,700	7,332	14,368	33.8%	
	Other Expenses	210,200	184,594	90,100	94,494	48.8%	
	Sub Total	1,210,900	1,307,417	873,395	434,023	66.8%	
	TOTAL EXPENSED	11,466,300	11,685,792	8,923,573	2,762,219	77.8%	
	Central Cash Capital	92,000	139,890	24,123	115,767	17.2%	
REVENUE RECEIPTS	11,466,300	11,466,300	8,451,811	3,314,489			
	<i>Original Budget</i>	<i>Revised Budget</i>	<i>Central Library Support from City + Central Revenue</i>	<i>Outstanding Revenue</i>			

Community Financial Report, Fiscal Year 2023-24
May

Category	Description	Original Budget	Revised Budget	Expenses FISCAL YTD	Remaining Balance	% of Budget
Salary & Benefits						
	Full-Time Salaries	1,786,900	1,758,900	1,394,773	364,127	79.3%
	Part-Time/Temp Salaries	2,008,700	1,994,700	1,460,641	534,059	73.2%
	Overtime	2,000	2,000	2,124	-124	106.2%
	Employee Development	22,900	22,900	6,383	16,517	27.9%
	Other	69,400	69,400	18,725	50,675	27.0%
	Sub Total	3,889,900	3,847,900	2,882,647	914,579	74.9%
Equipment & Supplies						
	Materials Budget	492,600	492,949	344,884	148,066	70.0%
	Office Supplies	37,700	42,459	32,457	10,001	76.4%
	Other Materials & Supplies	31,300	31,300	20,698	10,602	66.1%
	Sub Total	561,600	566,708	398,039	168,670	70.2%
Services & Charges						
	Utilities	213,500	222,545	122,131	100,413	54.9%
	Facility Maintenance	39,000	84,943	59,521	25,422	70.1%
	Professional Services/Fees	366,300	372,608	197,748	174,860	53.1%
	Chargebacks	33,400	38,415	9,006	29,409	23.4%
	Service Charges - Other Gov't	7,500	7,500	0	7,500	0.0%
	Telecommunications	19,400	19,569	10,115	9,454	51.7%
	Other Expenses	55,700	70,067	28,202	41,864	40.3%
	Sub Total	734,800	815,646	426,723	388,923	52.3%
TOTAL EXPENSED		5,186,300	5,230,254	3,707,408	1,472,171	70.9%
Community Cash Capital						
	Computers & Equipment	10,000	77,672	14,006	63,665	18.0%
	Library Furnishings	22,000	44,000	6,032	37,968	13.7%
	Library Facilities	54,000	146,449	12,267	134,183	8.4%
	Library Fleet (EV Van)	0	65,330	65,330	0	100.0%
	Library Capital Projects*	576,000				
	Cash Capital Total	662,000	333,451	97,635	235,816	29.3%
		390,461	390,461	243,680	146,782	
		Original Budget	Revised Budget	Receipts FISCAL YTD	Outstanding Revenue	

* Projects administered by City DES

Trust Funds Financial Report, Fiscal Year 2023-24

Fiscal YTD (through June 7, 2024)

	Allocation	Carry-forward	TOTAL	YTD Expenses	% of Total
Reynolds Fund - RPL	4229	\$143,734	\$144,702	\$72,258	49.9%
Fenevessy (Central + Branch bal)	4224	\$30,006	\$38,454	\$2,043	5.3%
Kenyon-Jeffries Fund	4233	\$19,863	\$26,496	\$4,500	17.0%
Purton Fund	4231	\$16,714	\$16,714	\$13,061	78.1%
Gleason Fund	4225	\$15,590			
Gleason Fund (FFRPL)	4225	\$12,144	\$55,859	\$20,302	36.3%
Gervickas Fund	4235	\$5,942	\$12,333	\$3,945	32.0%
Taylor Fund	4226	\$3,548	\$6,899	\$3,031	43.9%
Boland Fund	4232	\$1,514	\$1,957	\$464	23.7%
Carnahan Fund	4228	\$1,529	\$2,328	\$2,163	92.9%
Poletto Fund	4234	\$1,529	\$3,762	\$0	0.0%
Beeney Fund (FFRPL)	4227	\$4,839	\$4,899	\$571	11.6%
Craig Fund (FFRPL)	4236	\$2,708	\$3,446	\$594	17.2%
Holtzman Fund (FFRPL)	4239	\$1,551	\$2,025	\$600	29.6%
Lee Fund (FFRPL)	4237	\$1,477	\$3,171	\$450	14.2%
Vietnam Veterans Fund (FFRPL)	4238	\$698	\$2,088	\$42	2.0%
Tummonds Fund (FFRPL)	4241	\$35,562	\$56,518	\$46,849	82.9%
TOTAL		\$298,948	\$381,652	\$170,872	44.8%

Gift Fund Financial Report, Fiscal Year 2023-24

Fiscal YTD (through June 7, 2024)

Fund	Allocation	Transfer In	TOTAL	YTD Expenses	% of Total
Gift Fund	4230	\$4,644	\$4,644	\$425	9.2%
		\$0			



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TO: RPL Board of Trustees
FROM: Patricia Uttaro, Director
DATE: June 26, 2024
SUBJECT: Monthly Report–June 2024

Action Items

Open Meetings Policy (Uttaro)

A revision of the Open Meetings Policy is presented for review by the board. There are no substantial changes except the addition of the <https://roccitylibrary.org> website. The policy was last reviewed in 2012, and this has been reviewed by the Board Policy Committee, Alinda Drury and Sharon Salluzzo, as well as City Law Department. A copy of the proposed revision is included with your packet.

Board Action Requested: Approve the revised Open Meetings Policy.

Library Store Agreement (Hasselwander)

The Friends and Foundation of RPL (FFRPL) manages the Library Store per an annual agreement with the Rochester Public Library. For FY25, the terms and conditions of the agreement remain largely the same, generating \$35,000 for the Central Library in FY24, with open communication on any projected shortfalls. The FFRPL shall continue to provide \$5,000 for Branch Library support but generated from other unrestricted fund sources. The FFRPL and RPL agreed that the Baker & Taylor Sustainable Shelves initiative is no longer generating enough “credits” to justify the use of FFRPL staff time, therefore, the Library’s participation in Sustainable Shelves will cease and has been removed from the agreement.

Board Action Requested: Renew the Library Store Agreement with the Friends and Foundation of RPL for the fiscal year 2024-25.

Library Trust Fund Allocation for FY25 (Hasselwander)

The RPL Board finance policy statement allows for the annual distribution of 5% of the average value of RPL trust funds over the past twenty fiscal quarters. The enclosed spreadsheet includes this proposed draw for FY25, proposed allocation from the Reynolds Board, and transfers of restricted FFRPL-held endowments for materials purchases. The withdrawals were unanimously approved by the RPL Finance Committee at its meeting on June 11, 2024.

Board Action Requested: Approve the Library Trust Fund distributions for 2024-25.

ANNUAL OPERATING AGREEMENTS (to be taken as one item) (Hasselwander)

Network Professional Services Agreement

The Library currently has an agreement with CampbellNet Solutions to provide assistance, on an as-needed basis, in maintaining library telecommunications equipment, data switches, and network connectivity issues at remote locations. The contractor will bill for services rendered at a rate of \$150 per hour. If there is a need for

parts or equipment replacement, RPL will pay state contract pricing or the actual cost paid by the contractor. The total amount of the contract will not exceed \$3,000 with a term of July 1, 2024, to June 30, 2025.

Computer and Server (IT) Equipment Repair

The Library has used the services of Tri-Delta Resources to fix computer equipment on a time and material basis for the past several years. We would like to continue this service in FY25 for both the Branch and Central Libraries. Costs will be based on an hourly rate of \$95 for small equipment (PCs), and \$150 for large equipment (servers), with equipment costs billed at State Contract rates. Total cost of the agreement will not exceed \$3,000 with a term of July 1, 2024 to June 30, 2025.

ImagineYOU E-Sports Tournaments Agreement

This agreement is with 585FighterZ Esports Entertainment Group and the Library for services at the ImagineYOU media lab. The provider will host up to ten E-sport tournaments for teens at a rate of \$300 per Event and minor reimbursable expenses, not to exceed \$3,000 in total. The tournaments will be held monthly during the upcoming school year, beginning in September. This is the first time the Library has entered into an agreement with 585FighterZ. Funding is from the Teen Central/ImagineYOU operating budget.

ImagineYOU Artificial Intelligence Comic Book Agreement

This agreement is with Cooley Creative, LLC, and the Library for services at the ImagineYOU media lab. The provider will facilitate Artificial Intelligence Labs for up to 25 teens to design, create, and print comic books at a rate of \$200 per comic and minor reimbursable expenses, not to exceed \$5,000 in total. The workshops will be held every other month during the upcoming school year, beginning in September. Funding is from the Teen Central/ImagineYOU operating budget.

Board Action Requested: Approve the proposed annual operating agreements through June 30, 2025, as presented:

- CampbellNet Solutions for an amount not to exceed \$3,000
- Tri-Delta Resources, Inc. for an amount not to exceed \$3,000
- 585FighterZ Esports Entertainment Group for an amount not to exceed \$3,000
- Cooley Creative for an amount not to exceed \$5,000

Report & Discussion Items

MCLS Director Patricia Uttaro is reporting

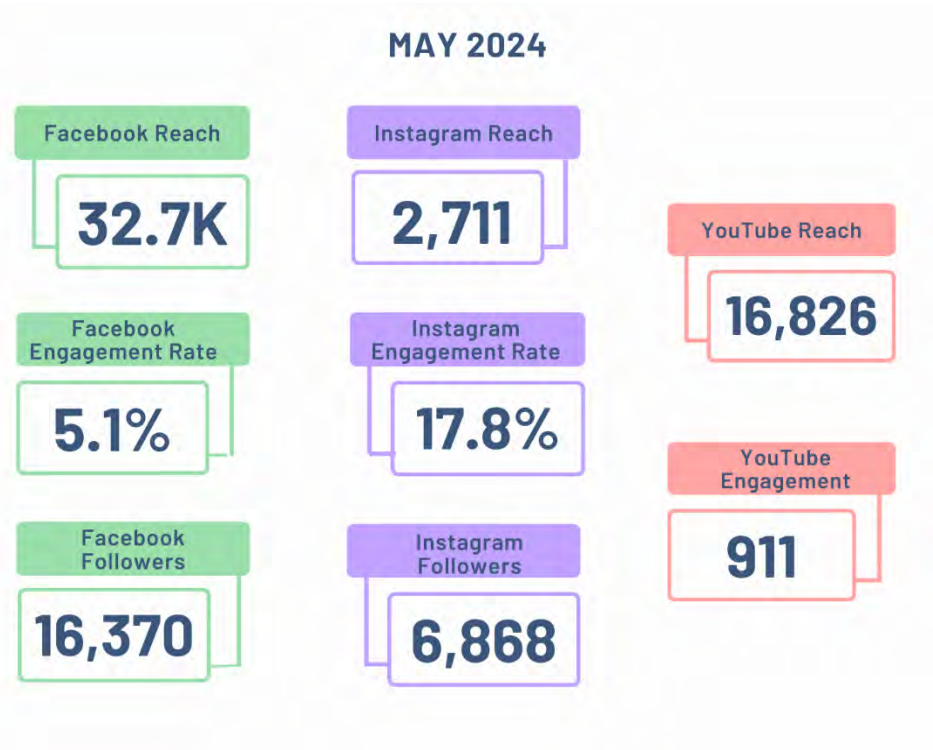
Recommended Reading & Viewing

- Not Your Childhood Library - <https://www.newyorker.com/news/us-journal/not-your-childhood-library>
- Creating Comic Books Using Artificial Intelligence - <https://youtu.be/DfxfFmRRax0?si=X61UXouVeCVKmKpj> features the comic book project in imagineYOU

Support for MCLS Directors – I recently met with trainers from ClearPath, a company recommended by staff at the Rochester Chamber. I am working with them on developing some training for our member library directors and potentially for RPL supervisors related to managing the increasing mental health needs and issues being experienced by our staff. Jennifer Smathers and I facilitated an immensely helpful discussion at a recent MCLS Directors Council meeting where Directors had the opportunity to share some of their challenges and offer advice to their peers. It was a very honest and heart-felt discussion that will undoubtedly continue in the coming weeks. I'll be working with ClearPath staff to create a formal training session for MCLS during June and July.

MCLS Staff Association Event for Rush Public Library – Mark your calendars and join us for a night of trivia at The Lovin' Cup in support of the Rush Public Library. The Rush Library experienced a devastating flood a few months ago which destroyed their Children's section. To raise a little cash to help Rush recover, the MCLS Staff Association is holding a trivia night at The Lovin' Cup restaurant on Jefferson Road on Monday June 24 starting at 7:00 pm. Please refer back to the email I sent May 30 which contains a link to register for the event. I hope you will join the fun!

Social Media



Central Library Updates

Emily Clasper reporting

Emily Clasper visited the Henrietta Public Library to give a staff training session on Book Challenges. This session included information about nationwide and local trends in the efforts to censor materials in libraries, as well as background on Intellectual Freedom issues and the legal foundations for the protection of Free Speech. The presentation and discussion were well received, and the library director reports that her staff asked many follow-up questions after the session.

RPL Director's Report—June 2024 (Continued)

During the first full week of May, the staff of the Central Library celebrated National Occupational Health and Safety Week by engaging in a number of activities to promote health and safety at work. Each day, staff received an email centered around a health or safety theme, inviting them to explore resources and engage in activities aimed at making RPL central a safer, more fun place to work. Activities included Fire Safety Bingo, a workplace hazard scavenger hunt, health and wellness opportunities, and visits with Joel the Therapy Dog. Staff feedback on the week was positive, with a number of people mentioning that they were not aware of some of the resources shared during the week and would be taking advantage of them in the future.



As the centerpiece of the National Occupational Health and Safety Week festivities, the Central Library closed on Thursday, May 9th for staff training around safety issues. Tony Jordan from the Monroe County Youth Bureau started the day with a high energy presentation on interacting with teens. Feedback after the session indicated that staff enjoyed the session and took away a number of important lessons they can use to create more positive interactions with teen patrons. A panel discussion with partners from other City Departments allowed RPL staff to ask questions of City Security and the Persons in Crisis team. It was interesting to learn more about how we can work together with these colleagues to improve safety and security in the library, and it was also interesting to see the ways in which security approaches in other areas of City government differ from those that are necessary in a library environment. A third presentation from the Rochester Fire Department followed up on the recent fire investigation at the Central Library and reviewed the appropriate steps for recognizing and reporting potential fire emergencies. In addition, FFRPL supported snacks and barbecue supplies for a potluck lunch, which was an excellent opportunity for everyone to connect and reflect on the discussions of the day. In the afternoon, staff were encouraged to give their workspaces a good Spring Cleaning.



As a member of the Technology Leadership Committee of American Library Association's Core Division, Clasper helped to organize and execute the annual Virtual Core Technology Open House, an opportunity for library worker from across the county to meet online and discuss the emerging technology trends and issues they see in their libraries. This is also an opportunity for ALA Core members to learn more about how they can participate in Technology-related activities offered by ALA. The event was well-attended, and as the leader of the networking portion of the program, Clasper got the opportunity to make a number of new connections. Her overall takeaway was that library "Techies" from across the country are both excited and concerned about the implications of Artificial Intelligence in libraries, as well as expressing new concerns about patron Privacy and Confidentiality.

Arts/Literature, Melissa Manczuk reporting

Programs

- Linoleum print artist Frank Wolfs returned with a Star Wars themed class for May 4th. Students learned how to make a linoleum print from start to finish and were able to choose from 2 Star Wars themed images.
- Laura Jackett, paper artist, returned to teach our talented crafters how to make collaged open box or screen. Jackett has taught many classes here at the library and all the participants were thrilled to have such a patient and knowledgeable teacher for this class. Many crafters asked us to bring Jackett back for more classes.



Business Insight Center (BIC), Jennifer Byrnes, reporting

Programs

- The division hosted the Small Business Economic Community Forum, a Small Business Administration program that brought entrepreneur support organizations together to discuss issues facing small businesses.
- Volunteer Lawyers for the Arts presented on forming a non-profit. Starting a nonprofit is a complicated task. This program educated attendees on how to do it correctly.

Outreach/Meetings/Training

- Jennifer Byrnes presented at the Small Business Development Center's Fast Track program. She provided an overview of programs and services as well as an introduction to intellectual property. This in-person, 3-day, 20-Hour start-up workshop is designed to train new entrepreneurs with essential information to help navigate the challenges and requirements of launching a new business enterprise.
- Byrnes presented to the latest cohort of students at Syracuse University's Innovation Law Center. She provided an overview of database resources and an introduction to intellectual property. The law center provides an opportunity for students to learn and—through the New York State Science and Technology Law Center—innovators to benefit from faculty-guided research into the legal, market, and technical issues associated with new technologies.
- Melissa Cobo and Lily Anthony exhibited at the City of Rochester's Upstate Minority and Women Owned Business Enterprise Conference held at the Convention Center. This year's event, themed Elevate, Educate

RPL Director's Report–June 2024 (Continued)

and Collaborate, offered an opportunity for MWBEs to elevate through recognition, be educated on small business and government contracting, and offer opportunities to learn about collaborative efforts related to mentoring, funding, project management, and contract prospecting.

- Cobo Presented at the Urban League of Rochester's Community Business Academy Class. Reviewed programs and services and provided an introduction to intellectual property. The Community Business Academy is a 12-week program covering business fundamentals like budgeting, marketing, bookkeeping and financing.

Anecdotes

- A mock cannabis dispensary was donated to BIC by the company Dutchie to use for workforce development training, including role playing for customer service positions, inventory control, and payment systems.



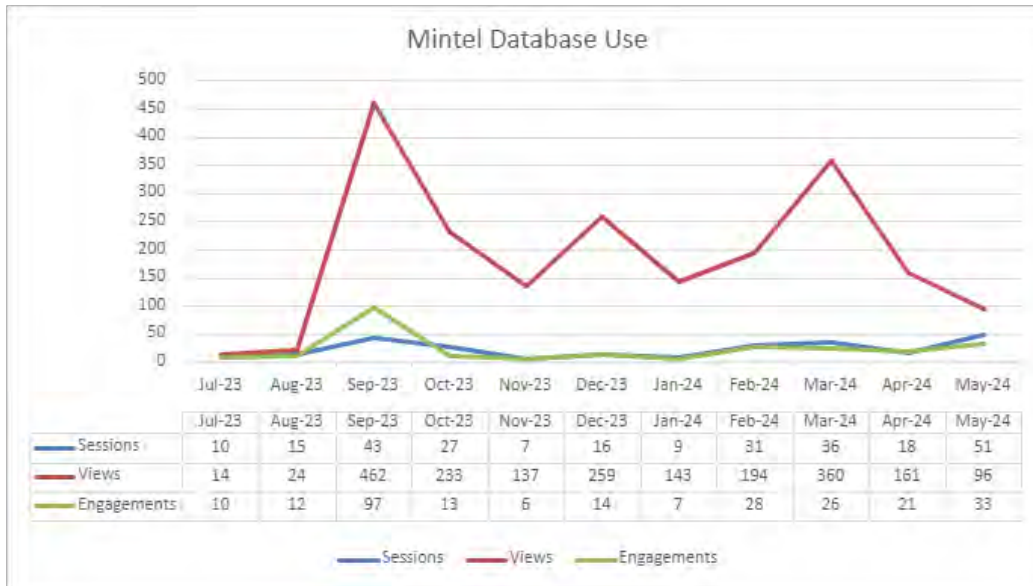
Consulting

- Hours of in-depth market research/prior art searching: 67
- The Carlson Center for Intellectual Property assisted:
 - In person: 7
 - Email: 23
 - Mail: 0
 - Phone:4
 - Zoom: 2
- 3D Printer: 0
- Webpage views: 53
- Requests Outside Greater Rochester Area: 7

Database Usage Statistics (April)

- Frost & Sullivan: Page views: 17 Value: \$52,650
- IBISWorld: Page views: 127 Value: \$68,045
- InnovationQ: Logins: 19 Searches: 95
- PitchBook Logins: 36
- Statista: Page views: 99 Downloads: 31

An error in reporting on use of the Mintel Database has been identified, resulting in the correction of underreported numbers. This database, which has been used by the BIC patrons since July of 2023, has had significantly higher usage than originally reported. Corrected statistics can be seen below.



Children's Center, Tonia Burton reporting

Programs

- The Children's Center welcomed students from the Rochester School for the Deaf and gave them a tour of both buildings. Children's staff also aided other departments in hosting students from School #10 and School #33.
- Grace Collaborative hosted a session on homeschooling for parents at the library. The Children's Center staff have noticed an increase in parents asking about how to start homeschooling and homeschooling resources. Katie Powell organized this program to assist parents throughout Monroe County.
- Miranda Hazen did a May Paper Flowers Craft.
- The Children's Center participated in the City of Rochester's Take Your Child to work day. Sixty children ages 5–12 and many of their parents toured the Children's Center, played Connect Four, and enjoyed the Secret Room. It was a lot of fun to meet other city employees and host them in our space. (There were 29 teens)



Community Outreach/Meetings/Training

- Staff signed up for and attended Zoom virtual training from Brooklyn Public Library on the Science of Reading. This Science of Reading has become very topical, and staff are doing all they can to learn about it and how to best support children learning to read.
- Tonia Burton was invited by the WXXI Education Staff for a national PBS Kids Ready to Learn gathering in St. Louis. The WXXI team presented a brand-new set of Lyla in the Loop engagement activities that they helped develop! Then, the PBS station friends from around the country got to play test and provide feedback. We had a blast creating dance sequences, using the design process to design carnival games, breaking down and rebuilding stories, and so much more. There were many ideas shared. As a result, Central Children's Center has been able to work with Friends and Foundation of RPL to secure funding to host a Lyla in the Loop program that will have Lyla and Stu from the show as special guests. There will also be a hair stylist to demonstrate hair care for dad's and other caregivers. This program helps us meet the strategic plan priority for Education and Engagement, sustainability and Resources, and Stewardship and Curation through promoting experiences for our community, securing ample funding, and maintaining library relationships.
- Burton attended a meeting with the Monroe County Youth Bureau and Together Now to discuss the integration of the Monroe County Youth Yellow pages into the MyWayfinder program. The Youth Bureau has been looking into program locators with different organizations for many years. MyWayfinder offers a fast turnaround time and very low cost for participating.
- Burton joined the Healthi Kids team for a quarterly meeting and joined the committee planning a Toddler Playdate sometime later this year.
- Staff joined RPL Deputy Director Melanie Lewis at the Rochester Latino Rotary Club ribbon cutting ceremony for the StoryWalk® at El Camino Trail. City Council President Miguel Melendez spoke and thanked the library for participation and spoke about the expansion of Raising a Reader. His children participated in the program when they attended Ibero, so it was great to hear a parent share his enthusiasm for the program.
- Burton is working with the Community Assistantship Program from Nazareth University. The program is a three-way partnership between Nazareth University, a community partner, and a Nazareth graduate student. CAP is designed to be mutually beneficial to all stakeholders. Nazareth graduate students are positioned to take on increasing levels of responsibility and to use their clinical knowledge and classroom learning to make meaningful contributions to the organizations in which they partner. This year the project will support the creation of early literacy activities for families in the Raising a Reader program.



Raising A Reader

In preparation for piloting a new online format for the surveys this year, RAR staff focused on making sure links and QR codes were working properly for families to complete. Chaves completed outreach with Ibero and shared with families the spring activity bags while families completed the surveys. Burton and Chaves also shared the surveys with families at the Generations Highland Avenue site. Chaves and Johnson continued working with sites for story times and scheduling RAR bag pickups. RAR staff are currently preparing the end of year blue RAR bags for families who have completed the program. Two new full-time positions for RAR have been included in the City's 2024-25 budget. Once the budget passes, Burton and Chaves will begin the recruitment process for filling these positions, which will allow us to expand the reach of the Raising a Reader program.

Circulation/Information, Chad Cunningham reporting

Statistics

- Curbside Pickup Appointments-1
- New Borrowers-267
- RRLC Access Cards Issued-4
- Notarial Acts-131

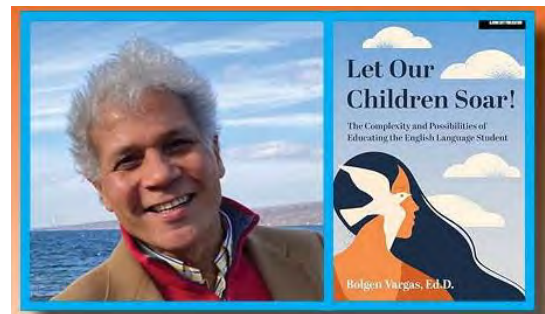
Anecdotes

- A patron came in to return some items and pick up some holds. During her time at the desk, she mentioned that she is very happy that the library system has made some titles in a series she is reading available on Libby. She was also excited to learn that she can now get a card from the Buffalo and Erie County Library System and access their digital collections.
- Rayna Mandara was helping a patron print out multiple documents from her cell phone. The patron told Mandara that whenever she needs printing help she immediately thinks of the library. She likes that the library is a place where you can get help with almost anything and she encourages everyone she knows to use the library.
- A patron sent an e-mail to the "Help with Your Library Account" e-mail. The patron was writing to comment on the new automatic renewal of items. He said: "I wanted to tip my hat and give the Monroe County Library system two thumbs up for rolling out their new 'auto-renewal' system. As one who often needs 'a little extra time' on my loans, I REALLY appreciate the convenience of this system. Thanks so much!"

Local History & Genealogy, Christine L. Ridarsky reporting

Programs

- Bolgen Vargas presented a talk entitled "Rochester's Latinx Community: Contributions and Potential." This was the concluding event in the "Latinx Voices in Rochester: Exploring Education and Empowerment with 'Let Our Children Soar!'," a multi-session reading and discussion series. Both the lecture and the reading and discussion series were designed to inform patrons about the history of Rochester's Latinx population and to encourage dialogue about diverse experiences.
- The division offered three walking tours this month. Dan Cody led "Beyond Susan B. Anthony and Frederick Douglass: Activism in Rochester." Emily Morry presented the "Washington Square Neighborhood" tour twice, once for the public and once for First Universalist Church's Initiative for Racial Equity circle. The walking tours provide educational opportunities for people to learn about various topics in Rochester's history through exploration of the areas surrounding the library.
- Christine Ridarsky presented a talk on "12 Things You Probably Didn't Know About Rochester History" to a group of senior citizens at Pinehurst Senior Community in Honeoye Falls. The talk highlighted items from the library's collection and directed attendees to online library resources. The program provided educational information and encouraged attendees to engage with the information and each other by sharing their own preexisting knowledge.



Outreach/Meetings/Training

- Two new articles were posted to the Local History ROCs! blog in May: “Why Wegman?: the History of 72-80 West Main Street, Pt. 1,” by Christopher Brennan and “Ahhh, the French’s: the History of Rochester’s Mustard Mongers,” by Emily Morry, who also edits the blog. These posts received a total of 113 views in April. In addition, readers from 29 countries revisited 183 previously published posts for a total of 2,488 blog views. All blog posts can be read online at www.rochistory.wordpress.com.
- Ridarsky met with representatives from Cugini Di Roc and Nazareth College to discuss an Italian/Italian American oral history project that will include recording interviews at the Italian American Heritage Day celebration at the public market in October.
- Ridarsky was interviewed by Dan Schrack of 13WHAM news for a story on the history of the former University Club (present-day Inn on Broadway), which is being used as a venue for this year's Jazz Festival. The story is expected to air closer to the start of the festival.
- Antoine McDonald represented the library and the division at two meetings of the City's Black Heritage Committee's Ancestors Subcommittee. McDonald continues to conduct research for the second volume of a book documenting the lives of Black residents. McDonald also continues to work on planning for a Safe to Be Smart trip to Washington, D.C., in July, and to support the Pillars of Hope program as a team leader, and to work with students and teachers at Dr. Walter Cooper School 10.
- Brandon Fess attended Basic Salvage Techniques for Paper Collections; a workshop provided by Documentary Heritage Preservation Services for New York. This training provided an opportunity for Fess to gain both classroom and hands-on training in disaster recovery for wet objects, a critical concern in archival work. This training also fit into the Local History & Genealogy Division's on-going project of updating policies and procedures, including a disaster response procedure.



Special Collections

- Fess continued what might best be termed the “clean-up” portion of the Documentary Heritage Project Implementation Grant project throughout May. While Stephanie Ball’s accessioning work was completed in April, Fess continued to find permanent storage locations for the material she accessioned, carry out accruals of materials Ball found that belong with previously described collections, and sort out the few remaining mystery boxes from Shared Stacks.
- Fess completed one finding aid in May. This collection, the District Board Division Number 2 Western Federal Judicial District, State of New York records, consists of records from the district draft board that oversaw selective service activities in the Rochester region during World War I. Volunteer Kate Philipson completed a finding aid for the papers of Robert Dardano, a local LGBTQ+ rights activist, in May.

Materials Use (May)

Rolls of Microfilm - 60

Books - 160

Directories/Phone Books - 97

Newspaper Clippings Files - 2

Archives/Manuscript Collections - 1

Maps – 2

RPL Director's Report--June 2024 (Continued)

Division staff filled orders for 41 life records (obituaries and birth/death notices), 38 newspaper articles, and 34 images.

Digital Projects

The FamilySearch scanning team continued operations in May. A total of 200 items, all yearbooks, were scanned this month. Please see the chart below for details:

Title	Author	Date	Total
PAGEANT	Eastridge High School	1961-2021	45
HILTORIAL	Hilton Central School	1937-1965	25
Honeoye	Honeoye Central School	1971	1
THE HAWK	Holley Central School	1971	1
HOLLEYLEAF	Holley Central School	1962	1
HORNET	Honeoye Falls Central	1963-1968	5
Liaison	Honeoye-Lima Central	1971	1
Neodaondaquat	Irondequoit	1937-2003	40
O-AT-KAN	LeRoy High School	1944-1974	15
NOIRAM	Marion Central School	1968-1970	3
MIRROR	Medina High School	1951,1971	2
NEAPOLITAN	Naples Central School	1951	1
DIADEM	King's Preparatory	1969	1
Accolade	McQuaid Jesuit HS	1958-2016	59

Interns/Volunteers

Karen Sue Brown continued working on sorting and filing newspaper clippings. She provided 23.5 hours of service in March. The focus of her work continues to be clippings that were left unfiled in 2012; she also spent time in March continuing a needed revision and reorganization of clipping files on research projects at the University of Rochester and Strong Memorial Hospital and beginning revisions of files on both Wegmans and area wineries.

Anecdotes

The value of digitizing our newspaper collections and uploading them to New York State Historical Newspapers (<https://nyshistoricnewspapers.org/>) was demonstrated once again when staff was assisting a couple who were researching Rochester's Emancipation Day celebrations of the 1840s and 1850s. These events celebrated the emancipation of slaves in the British colonies of the West Indies (August 1, 1834). Fess demonstrated how to use the website to find articles on the topic. They were particularly excited when he showed them an article in a mainstream newspaper that indicated that Frederick Douglass had spoken at one of the events and then pulled up an issue of the North Star newspaper from the same week in which the Douglass's speech was published.

Reynolds Media Center, Joseph Born reporting

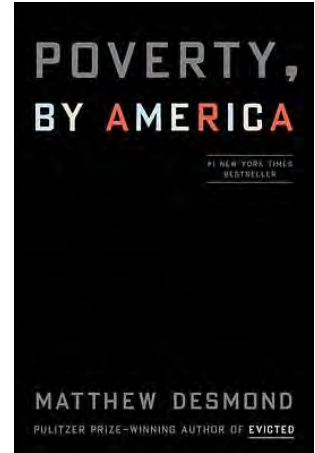
Programs

- Brown Bag Book Discussion: Poverty, By America by Matthew Desmond
- First Friday film: Petite Maman
- Our See It First film: Madame Web
- A/V set ups for programs in Central Library: 20

RMC Circulation

RMC loaned 5 pieces of equipment and 411 Mi-Fi units in addition to the regular collection, for a grand total of 4337 items.

- Total circulation of RMC materials, including those that occurred at other libraries was 12,276
- RMC materials accounted for 41% of the overall Central Library circulation (before renewals).



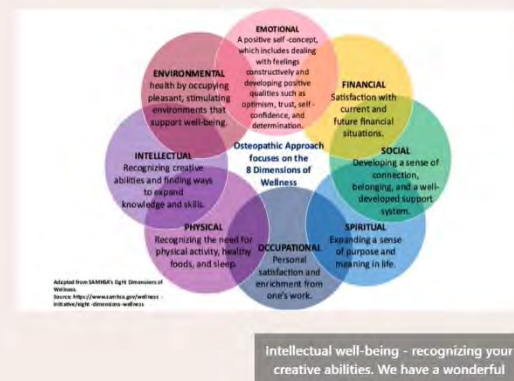
Science and History, Gabe Pellegrino reporting

Programs

- Faezeh Jahanshiri holds regular Learn to Code (Formerly called Girls Who Code) programs for all teens and adults. They occur every Wednesday afternoon as joint programs between Science and Teen Central and continue to be popular. While she holds the meetings on Zoom, a small group of people come in person to sit in as well. As the students learn about coding, they are engaged at the library. They will be given tools to help them find work in the future, where they can create programs to benefit the public.

- The Got Health? online video series, presented by and in partnership with the Center for Community Health and Prevention at the University of Rochester Medical Center, presented its April program: "Recognizing Mental Health Issues and Finding Lifelines to Get Help," presented by Tosallyn Wilson, director of Prevention and Community Engagement, Mental Health Association of Rochester/Monroe County. This educational health program assists community in understanding that their issues are recognized and connects them with resources that can help. The Central Library promotes the program through its Facebook page, by creating an event for each month's presentation, and sharing the video once it has aired live.

How can The Mental Health Association help?



Here at MHA Rochester, we pride ourselves on offering services and supports to the entire community with minimal barriers. Regardless of mental health diagnosis.

We provide a wide variety of groups structured around the 8 Dimensions of Wellness

- Emotional Wellbeing
- Physical Wellbeing
- Spiritual Wellbeing
- Financial Wellbeing
- Occupational Wellbeing
- Intellectual Wellbeing
- Social Wellbeing
- Environmental Wellbeing



Intellectual well-being - recognizing your creative abilities. We have a wonderful

- LROC (Library Resource Outreach Center) visitors reached a remarkably high number of over 90 in May. Pellegrino has also spoken with a representative from Legal Assistance of Western New York (LawNY), who have been able to send legal help for several months. LawNY is going to set up a schedule with an attorney once a month or more frequently, and add on paralegal help to try to reestablish this much-needed service.

Pellegrino also handled 7 LROC referrals through the UniteUs platform, connecting the individuals with help they needed.

Outreach/Meetings/Training

- Pellegrino attended the monthly meeting of the Education & Outreach team of the Hearing Loss of Association, Rochester Chapter. Copies of Hear & Beyond were sent to all Monroe County libraries through an HLAA donation, with customized bookplates created by Pellegrino.
- Pellegrino is working with Katlyn Newberry for a new partnership with the Cancer Services Program of the Finger Lakes Region. This is an affiliation with our partners from Center for Community Health & Prevention (CCHP), University of Rochester Medical Center. They would like to establish a presence in our Health Central Kiosk and reach out to the community. In addition, the Kiosk will hopefully be staffed again with URM medical students: Pellegrino was on a Zoom call with Dr. Theresa Green and Carolyn Settle, also from CCHP, who coordinate the Distinction in Health Program. While the Library does not currently have any distinction students, there may be other students who would like the opportunity to provide vital health screenings and advice to the public. Pellegrino is also speaking with a master's in public health student who is hoping to provide diabetes education programs.
- Pellegrino attended a Zoom meeting with Bradley Mills, Ph.D., who runs the URM Biobank, part of the Wilmot Cancer Center. Pellegrino has agreed to serve on the Biobank advisory board as a community partner and will speak at the Wilmot Shared Resources Lunch and Learn Seminar Series monthly Zoom program in June.
- Florence Morris attended a virtual meeting with the New York State Department of Taxation and Finance Taxpayer Assistance Program (TAP). This meeting went over this past tax season and the TAP Program with their partners. This is from acting commissioner of the New York State Department of Taxation and Finance, Amanda Hiller:

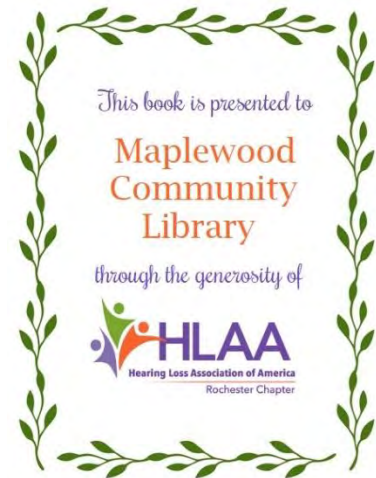
"The Tax Department's Taxpayer Assistance Program (TAP) could not happen without partners like you. Your extraordinary efforts have made the program a success this tax filing season. Each year, TAP helps low- and moderate-income taxpayers self-prepare and file their tax returns electronically. Many of these taxpayers then share their new skills with friends and family, multiplying the impact of the program.

With partners across the state, we assisted more than 3,900 taxpayers this year, including more than 2,100 taxpayers who submitted their returns electronically. The program saved taxpayers an estimated \$420,000 in preparation fees. You provide a much-needed service to your community, and I greatly appreciate your participation in TAP."

Technology Center, Jay Osborne Reporting

Anecdotes

- It's always difficult to measure the impacts of our work in the day-to-day lives of our patrons. Often when we don't hear from patrons for an extended time, it indicates that their lives are going well because they haven't needed the basic social safety net services that we help facilitate. Occasionally, someone we've helped will stop in and update us about how they're doing, but often the outcome in our patron's lives are invisible to us. Cy Shropshire submits this highlight as an exception to that rule. An elderly unhoused patron is extremely adept at navigating the streets, finding places to sleep and food to eat, and assisting other unhoused patrons in finding resources. She is less adept at using technology tools but has been bravely



tackling these new challenges. She's taken one class at a time through MCC the last few semesters and has utilized Tech Center resources and assistance for help with accessing the online portal, organizing resources, collecting information, and submitting online assignments. She recently reported that she got a B in her English Literature class, despite repeated setbacks, and thanked staff for their assistance. The pride in a patron's face when they report achievements to the staff that has encouraged them makes up for all the patrons we help that we don't hear back from.

- A community member has begun using one of our meeting rooms every Saturday to organize a peer counseling and support group. During the week he works as a peer counsellor at a local rehabilitation services provider. He volunteers his Saturdays to do the same at the library. He has made extensive use of library resources for creating flyers and cards and advertising the peer counseling program. He is extremely charismatic and personable, as well as being passionate about getting this project started. He has met with the PIC (Person in Crisis) team when they come to provide resources and do homeless outreach and has also referred patrons to the Technology Center team for assistance and resources as appropriate. He has become an excellent community connection resource, funneling patrons toward necessary services and resources, while positioning the library and the Technology Center as a central hub of access and communication.
- The Rochester Housing Authority Section 8 managed housing voucher program application migrated to an online only format, resulting in a large demand for help from patrons looking to fill out the forms. Rochester residents have a very narrow window of 8 days to submit their preapplications. The neediest citizens of our community are those that desperately need the benefits this program provides, and these are often the people who need the most help navigating online interfaces. Being able to focus on this project patron by patron without simultaneously managing guest pass distribution has been a huge help to our staff and gives our patrons the confidence that staff are 100% invested in the task at hand.

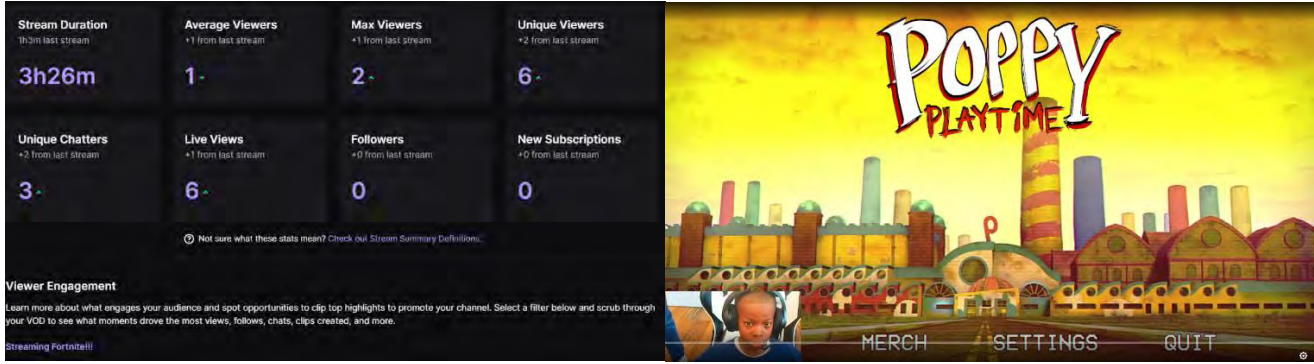
Teen Central, Jeff Bostic reporting

Due to low staffing levels, Teen Central is currently closed, and access to ImagineYou is limited. A security guard stationed on the second floor for the Bausch and Lomb building in the afternoon and evening hours has helped facilitate a sign-in process for teens using the space and assists with regulating the number of people in the area. As staffing levels increase in the coming weeks, we hope that Teen Central will be able to re-open little by little, offering our teen visitors programs and services to meet their needs. The Center for Youth has offered to help support our efforts to restore Teen Central's place as a safe space for teens to gather, engage in programming, and have fun together.

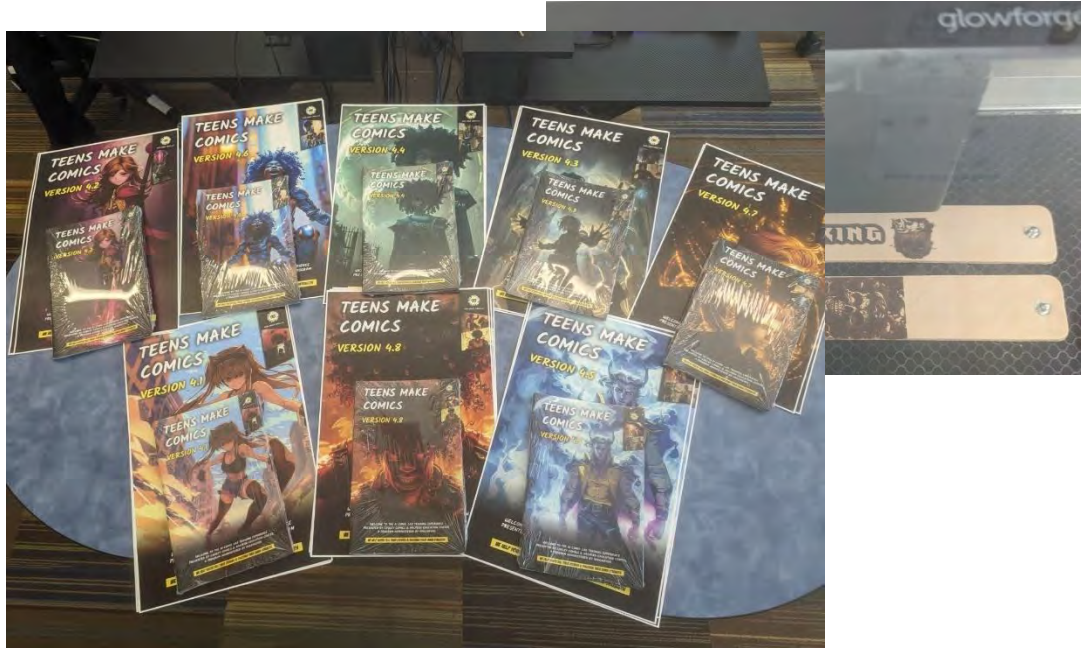
Programs

- ESPORTS – We have added another young streamer to the esports team as we focus on streaming revenue next year. He has been practicing streaming and looking at stream analytics with his father.

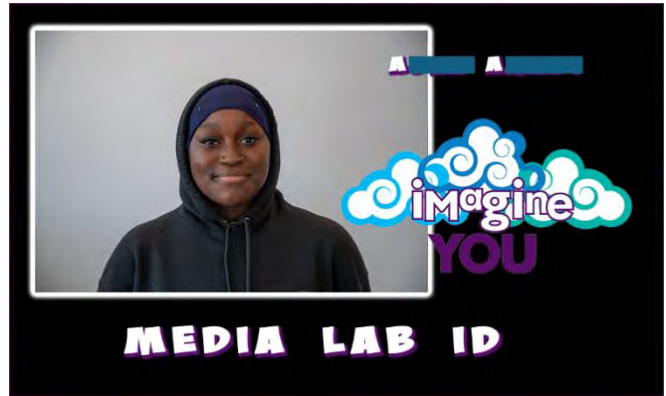
RPL Director's Report–June 2024 (Continued)



- AI COMICS - The first school group has completed their AI Comics. Students from the Halpern Education Center completed questionnaires with their clinicians as well as character sheets to generate stories. On a school field trip to the library, they were able to create all their images in the comic book lab. Each student received a comic and poster. The school also received a poster and comic for each student. The Media lab is now ready to put the AI Comics on display, in circulation, as well as making them available digitally.



- GLOWFORGE – The Glowforge was once again the most popular thing on a school field trip this month. Middle schoolers made keychains, wristbands, and even wooden cutout toys.
- ID CREATION – With the implementation of new security measures requiring teens to present a photo ID to enter, the lab has begun to offer Media Lab IDs to students without IDs. Jeff Bostic is working with members of the eSports team, regular users of the Media Lab equipment, and participants in the ImagineYou programs to issue special photo IDs to allow them entry into the media lab.



Community Libraries

Deputy Director Melanie Lewis reporting

Melanie Lewis attended the grand opening and ribbon cutting of the StoryWalk at the Thomas R. Frey Trail at El Camino. The Rochester Latino Rotary Club initiated the project to encourage families to spend time together while enjoying walking and reading and to promote healthy habits and literacy. The Ibero Development Corporation and Genesee Land Trust also served as partners on the StoryWalk. Rochester City Council President Miguel Melendez expressed gratitude to supporters of Common Ground Initiative, the Latino Giving Circle, M&T Bank, Key Bank, Eugenio Maria de Hostos Charter School, Wegmans, and Burgos Income Tax. Councilmember Melendez recognized Rosa Diaz, the Children’s Librarian at the Lincoln Branch Library, for her participation. StoryWalks rotate books every two to four months. The first StoryWalk book will be *Just Ask! Be Different, Be Brave, Be You* by Supreme Court Justice Sonia Sotomayor.



Arnett Branch Library, Bruce Tehan reporting

Programs

Prudence Anderson Leusch’s arts and crafts programs for kids are always a crowd-pleaser. She introduced young patrons to a fun new technique for watercolor painting called blow painting. Each child received a sheet of watercolor paper adorned with the outline of a child’s face, a palette of watercolors, a cup of water, and a straw. The kids were instructed to place small puddles of watered-down paint around the image of the face and then blow on it using a straw to create a wild, wind-swept hair effect. The paintings turned out wonderfully, and participants had a blast.



Community Outreach/Meetings

- Bruce Wilbur and Stephanie Knapp kicked off the Books by Bike season with a visit to the Spring Bike Clinic, an annual event hosted by the Arnett Block Association, His

RPL Director's Report—June 2024 (Continued)

Branches, and R Community Bikes. The clinic helps neighborhood residents get their bikes street-ready for spring each year and rehabbed bikes and helmets are raffled off to kids without bikes. The event was a big hit with patrons of all ages. Knapp powered the Books by Bike trailer using a new bike, pictured here, donated to the Arnett Branch by R Community Bikes.



- A visit to a neighboring school and participation in the Thurston Brooks Merchants Association's 14th annual "Ease on Down" street fair rounded out Arnett's outreach endeavors for the month. Check out 13WHAM News's coverage of the "Ease on Down" street fair here.

Anecdotes/Other

City of Rochester Clean Sweep volunteers did a great job beautifying the neighborhood. The Arnett Branch served as a starting point for one team of 19th Ward volunteers.



Charlotte Branch Library, Dennis Williams reporting

Programs

- The Food for Thought book club discussed *The Great Believers* by Rebecca Makkai. Karen Duff reported that participants have created close bonds and enjoy one another's thoughts and anecdotes.
- Jennifer Cherelin and a team of five volunteers fed 64 families through Charlotte Branch Library's monthly produce distribution. Cherelin obtained produce from vendors at the



RPL Director's Report—June 2024 (Continued)

Rochester Public Market and a Mennonite family donated 11 boxes of fresh homemade donuts baked at their restaurant, Golden Harvest.

- Patrons of all ages are enjoying Charlotte's selection of recently acquired board games.
- Cherelin hosted a well-attended children's and maternity clothing exchange. Surplus items were donated to Mary's Place, a non-profit refugee outreach center.



Anecdotes/Other

Dennis Williams has started to digitize Charlotte's collection of locally produced local history VHS tapes. The collection is at its end cycle, and some of the tapes have degraded to the point where the video is nearly unwatchable. Each tape takes approximately three hours to complete. Since the library does not have the technology available for digitizing, Dennis is using his pro software and applications to complete the tasks from his studio.

Douglass Community Library, Evanna DiSalvo reporting

Programs

- Crunchy Sam's Reptile Show was a huge success. Sam has a natural sense of humor and connection with his audience—both children and adults—and is very engaging, entertaining, and knowledgeable about reptiles and the science behind them. The program was very well received by attendees; Jennifer Nesbitt plans to have him back again in the future.
- Participants in this month's MAGconnect program received free transportation from the library, admission, and a guided tour of the Memorial Art Gallery with docent Delores Radney. As a bonus, at the end of the tour, families were offered a complimentary one-year membership. Several families participated and the registration waiting list was so long that a second event will be planned soon. MAGconnect is made possible by ESL Charitable Foundation, Inc. and the Mary S. Mulligan Charitable Trust, Bank of America, N.A., Trustee, with additional support from Susan Senise. Funding is also provided by the Memorial Art Gallery Community Access Endowment and the FULL MEASURE Community Endowed Fund.



RPL Director's Report—June 2024 (Continued)

- An enthusiastic group of kids came together to battle, trade, and talk about Magic the Gathering with Isaac Lewis.
- Adults were invited to participate in a month-long coloring contest. Community votes will determine the lucky winners, who can then choose from a variety of prizes.



Community Outreach/Meetings/Training

- Nesbitt attended the Blankets and Books-and Buds! event at Anna Murray-Douglass Academy School No. 12. She brought along bud-themed books to share with families in the school's outdoor classroom. Attendees enjoyed a flower planting station and pinecone painting activity as well. Nesbitt encountered many familiar faces from both the library and the school at this fun event.
- This month, Generations Daycare added a fourth class to Nesbitt's bi-weekly story time visits. Nesbitt reports that it is the youngest class she visits, and they're an especially delightful group of three-year-olds.



Anecdotes/Other

- A Douglass regular gifted a copy of the new picture book, Treehouse Town by Gideon Sterer and Charlie Mylie, to her son on his second birthday because she and her boys love the story so much. She credited her discovery of this "treasure of a book" to Ms. Jen.

Lincoln Branch Library, Sarah Lehman reporting

Programs

- Griffin Van Ostrand organized a turtle craft in celebration of World Turtle Day. The children enjoyed creating their own turtles and discussing various types of turtles they've personally encountered – including the formidable snapping turtle!
- In honor of Mother's Day, teens designed cards and potted plants as gifts to express their heartfelt appreciation for the mother or mother figure in their lives. Vera Haygood also organized a relaxing, stress-relieving paint party for teens to celebrate Mental Health Awareness Month.
- The University of Rochester Medical Center's Mobile Mammography Van made its second visit to Lincoln this month. Several patrons took advantage of the service.
- The Genesee Valley Arts Council held an information session at Lincoln to connect local artists with grants. The library staff was uncertain if there would be an audience but were delighted to see several residents come in for more information.



Community Outreach/Meetings/Training

- Sarah Lehman and Sully Branch Manager Maria Heeks-Heinlein met with a young man who is currently working on his Master of Social Work at Brockport to see if he would be a good fit as a social work intern at Lincoln for the fall semester. Lehman and Heeks-Heinlein both agree that he's well-suited to take on the role and hope that this will be a successful partnership in the fall.
- Van Ostrand tabled at Senator Samra Brouk's Third Annual Community Baby Shower and Panel Discussion on Doula Care with Maria Heeks-Heinlein. Van Ostrand enjoyed seeing all the young families and promoting the Toy Library, as well as the Lincoln Branch Library's Spanish collection.
- Lehman met with artist Chloe Smith, documentary filmmaker Martin Hawk, and People's Pantry Director Mike Durfee to begin planning a proposal for a mural for the rest of the Avenue D side of the Lincoln Branch. They've outlined a proposal for the project idea and have begun putting together a budget proposal as well.

Anecdotes/Other

- Lincoln was closed to the public on May 8 for the branch's spring training day. Staff spent the morning doing hands-on active shooter training with City Security. In the afternoon, they visited the Strong Museum of Play and received a tour of the Brian-Sutton Smith Library and Archives.
- A group of grown-up teens visited the newly renovated space. While chatting with Haygood, they reminisced about the life lessons they learned and the fun times they shared at the Lincoln Library teen space during their teenage years.



Lyell Branch Library, Cathy Kyle reporting

Programs

- Lyell kids and teens showed their love for the special maternal figure in their lives by creating homemade Mother's Day gifts. Kids designed books and cards, and teens decorated jewelry boxes.
- Teens got their hands dirty and learned about chemical reactions by concocting their very own bath bombs on National Bath Bomb Day by mixing baking soda, citric acid, and Epsom salt with water.
- Youth patrons joined Lyell staff for Crafternoon, designing colorful pixel magnets and keychains out of Perler beads.
- Artemis Markakis held four, one-on-one technology classes for adult learners.



Community Outreach/Meetings/Training

- Markakis joined a team of individuals from the Northwest Quadrant Service Center for an afternoon of street outreach. The group made connections with neighbors and shared information about valuable local resources – such as the Lyell Branch Library.

Maplewood Community Library, Johanna Buran reporting

Programs

- Maplewood youth closed out their last month in the “old building” with a crowd-pleasing lineup of their favorite activities. They sculpted with Play-Doh, attempted to outdo one another in Lego challenges and coloring contests, battled it out in Connect 4 tournaments, created oodles of crafts, and tested their agility in the most difficult laser yarn course to date. Every Friday, staff hosted open crafting sessions, encouraging visitors to create elaborate projects. The goal was to make memories and clean out the supply closet.
- The Rochester City School District Office of Adult and Career Education Services (OACES) Literacy Zone sponsored a health fair at the library. Participating organizations included Excellus, Fidelis, Foodlink, the Healthy Baby Network, and Cornell Cooperative Extension.
- This month, Maplewood’s creative writing group discussed the “show, don’t tell” and “evocation” writing techniques, along with drawing inspiration from the surrounding world, particularly through images that can ignite storytelling.



Anecdotes/Other

- The children of Jerry Yazback, a long-time Maplewood manager, stopped in to say goodbye to the “old Maplewood” before renovations begin. They spent many happy hours at the library with their father. Staff dug out pictures of Yazback to share and learned that the staff bathroom has always been pink.
- Two students, one from Nepal and the other from India, passed their citizenship tests and Brian DiNitto attended two naturalization ceremonies.
- This month, Maplewood’s Walk-In Language Assistance program attracted students from Venezuela, Puerto Rico, Syria, Columbia, India, and the Democratic Republic of Congo.

Monroe Branch Library, Mary Clare Scheg reporting

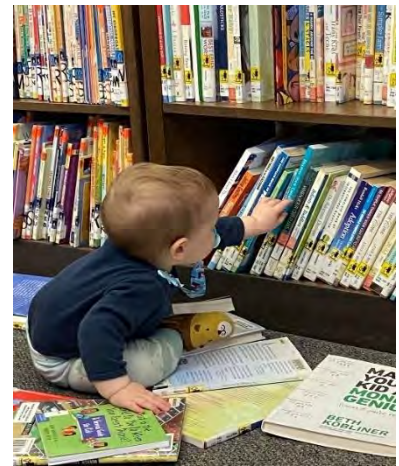
Programs

- The Monroe Branch hosted the University of Rochester Medical Center's Mobile Mammography Van for an afternoon, offering neighbors convenient access to breast cancer screenings. As Mary Clare Scheg toured the Mammo Van, she heard a young woman approach and inquire about getting a screening. Apparently, she'd been putting it off, despite her doctor's recommendation. Luckily, she was able to secure an appointment as a walk-in and returned later that afternoon for her mammogram.
- Young patrons enjoyed songs and stories with Matthew Hoople during weekly story times.
- Theresa Filo's Dungeons and Dragons Club met on two Saturdays this month and has grown to include six players.



Anecdotes/Other

During story hour, 16-month-old Auggie, a new edition to the group, grabbed the book *A Good Place* by Lucy Cousins and pushed it into Hoople's chest, encouraging him to read it. Auggie acted as his assistant, turning each page until they'd reach page six. Then he'd close the book, pick it up, and push it into Hoople's chest again to start over. This occurred roughly 18 times. They never did manage to get through the book.



Wheatley Community Library, Lori Frankunas reporting

Programs

- The Genesee Valley Quilt Club visited Wheatley to create a collaborative quilt with patrons of all ages. Examples of quilt squares were provided so participants could explore different ideas. Attendees each received a square to work on and were encouraged to create a design surrounding the theme of what Rochester/home means to them. They were very excited to use their imaginations.
- In partnership with Phillis Wheatley Community Library, the Rochester City School District Office of Adult and Career Education Services (OACES) Literacy Zone held a health fair with various vendors on site.
- Representatives from Teen Empowerment led a workshop on slam poetry. The session opened with a discussion about community and the group composed a poem together. Participants were then provided with examples of various performance techniques, learning how to show emotion and confidence, as well as connect with the audience.



Community Outreach/Meetings/Training

- Katy Rebholz attended a meeting at Sully Library where she met other Safe to Be Smart coordinators, as well as community partners, parents, and youth who attend programs at Sully.
- Rebholz is working with Teen Empowerment to host a Teen Poetry Open Mic on Wednesday, June 12, from 4:30-6:30 pm. The wider community is invited to attend.

Anecdotes/Other

- An older patron who comes in for online shopping assistance expressed gratefulness to the library staff for helping her. She explained that her children and grandchildren don't have the patience to help her shop and educate her on the dos and don'ts of online shopping. Coming to the library has given her the confidence to learn more about the online world and to feel more independent.
- This month, Wheatley kids "got caught reading" books from a variety of genres. Photographic evidence went on display in the children's room. The kids loved having their pictures displayed on the wall and "felt famous." The campaign encouraged other children to read, too.
- Two Wheatley teens explored Slam Poetry for the first time and made connections with new friends through Teen Empowerment. One of them is thinking about presenting in the Open Mic next month.

Sully Branch Library, Maria Heeks-Heinlein reporting

Programs

- Sully Branch Library collaborated with Audubon School No. 33 and the Thomas P. Ryan R -Center to organize a Community Family Fun and Fitness Fair with games, food, community information, and more. The turnout exceeded the organizers' expectations, and the response from both participants and community partners was positive. Several attendees expressed their gratitude for the event. Sully staff were grateful for the opportunity to partner with the Rochester City School District and the Department of Recreation and Human Services, which allowed them to share resources and reach more of the community.



- Teens have been enjoying Jacob Bigelow's regular arts and crafts programs. Bigelow provides various options, from coloring pages and painting supplies to origami. Bigelow keeps the programs flexible, allowing the teens to be creative on their own schedule.

Community Outreach/Meeting/Training

Maria Heeks-Heinlein attended a community idea-sharing meeting for the redesigning of Beechwood's StoryWalk. Despite a small public turnout, some great ideas were shared.

Anecdotes/Other

At the Community Family Fun and Fitness Fair, a young man was wearing a plastic fire hat that he received while visiting the firetruck. The firefighters at the event did a great job connecting with neighborhood youth. This interaction led the young man to tell library staff that he "wants to be a fireman" when he was older.



Winton Branch Library, Kathy Wolf reporting

Programs

- The last meeting of Winton Writers, a monthly program facilitated by Jennifer Case that brings local writers together to support each other and practice their craft, took place in this month. Here are some of the comments from the end-of-program surveys:

Always excellent! Engaging! Informative! Fun!

Jen's prompts and materials have been great for spurring good discussion and our writing.

I love these writing groups and have done several within the library system.

Jen's programs are always wonderful -- she encourages such a supportive community, brings interesting readings and prompts, and makes a safe space for us to share.

- For this month's Comic Club meeting, the kids read Tea Dragon Society and built catapults using popsicle sticks and rubber bands. The icebreaker question, "What would you name a dragon, and what would it breathe," sparked their imaginations, and the kids came up with creative names like "Domino, the ice-breathing dragon," and "Checker, the Domino's pizza-breathing dragon." They also got imaginative with their catapult designs, making modifications to create new and improved versions such as a three-pronged catapult and a helicopter catapult.

Community Outreach/Meeting/Training

Emily Smith participated in two training sessions, one organized by the Children's Institute and the other presented by the Greater Rochester Afterschool and Summer Alliance (GRASA). The sessions, titled Partnering with Youth to Promote Leadership and a Sense of Agency and Planning and Goal Setting with Young People, utilized a variety of hands-on exercises and worked to give participants a better understanding of how best to support youth in academic and social settings.

Anecdotes/Other

- A woman needed help making copies. She explained that she was having a tough day because her brother was in the hospital with heart failure, and her best friend with metastatic cancer. She was trying to complete paperwork to get Power of Attorney so she could assist with bills and other issues. Wolf helped make the copies and gave her a hug because she seemed to need one.

RPL Director's Report–June 2024 (Continued)

- Wolf was invited to a young patron's first birthday party by her grandmother – who let Wolf know she is essentially like family to them. The young patron's parents, grandparents, aunts, and uncles have all attended at least one Rhyme Time at Winton and while they go to other baby story times at neighboring libraries, they agree that Winton's is the best. They especially enjoy the name song that kicks off each session, as it helps the adults get to know the other children's names. Sadly, Wolf is working the day of the party and will have to miss it.

PURPOSE

This policy confirms the adherence of the Rochester Public Library Board of Trustees to the New York State Open Meetings Law, Article 7 of New York State’s Public Officer’s Law, and with Education Law Title 1, Article 5, Section 260-a. Therefore, Rochester Public Library Board of Trustee meetings shall be conducted in compliance with basic requirements of Open Meetings Law, which are that:

1. All meetings must be properly noticed;
2. The public must be allowed to attend and observe the meetings in person except that portion of a meeting which is in executive session;
3. Proposed rules, regulations, resolutions, and policies, and any record which is subject to disclosure under the New York State Freedom of Information Law (“FOIL”) which is scheduled to be discussed at the meeting must be made available to the public to the extent practicable; and
4. The public body must make minutes of the meeting available within two weeks of the meeting and within one week of the executive session.

GUIDELINES

Notice of the time and location of each meeting must be given to the news media at least one week in advance of the meeting and to the public by posting in a designated public location at least one week before the meeting.

Minutes of an open meeting will consist of a record or summary of all motions, proposals, resolutions, attendance, and any matter formally voted upon and the vote result. Minutes of a public meeting are posted to the library website – <https://rocitylibrary.org> – after formal approval by the board.

Executive sessions may be called as a portion of the open meeting and appropriate business transacted in accordance with Article 7, Section 105 of Public Officers Law.

PUBLIC COMMENT

The Board of Trustees of the Rochester Public Library encourages and welcomes comments from members of the public at the beginning of regular meetings.

People wishing to address the Board must register with the Secretary to the Library Director at 585-428-8046 or in person in the Director’s Office at 115 South Avenue, by 5:00 PM the day before a scheduled meeting. Speakers will be recognized to speak in the order in which they registered. Registration must be completed prior to the meeting being called to order. Visitors to the Board meetings will be recognized by the Board President and asked to state their name and address.

At the start of a meeting, a maximum of 30 minutes is allowed for public comments. Individual participation is limited to three (3) minutes.

Speakers may comment on any library-related subject. The Board reserves the right to limit the public comment period when matters irrelevant to library business are discussed.

Procedures for Public Comment Period

To address the Board Speakers must:

- Register your name and address with the Secretary to the Library Director prior to the meeting being called to order. Call 585-428-8046 to register prior to the meeting date.
- Stand when your name is called.
- State their name and address clearly for the record.
- Make their statement to the Board. Speakers will have three minutes to speak and will be notified when the time has elapsed.
- Return to your seat or leave the room when you are finished or when you are informed that your time is up.
- Please keep your comments civil and polite.

Approved by the RPL Board of Trustees, 2012
Revised 2024

2024-25 Trust Fund Budgets

Reynolds Fund	2023-2024	2024-2025
FFRPL-Designated Funds	\$ 50,000	\$ 50,000
RPL-Designated Funds	\$ 143,734	\$ 144,857
Director's Discretionary Fund	\$ 15,000	\$ 15,000
Total	\$ 208,734	\$ 209,857
RPL Managed Trust Funds		
Boland Fund	\$ 1,514	\$ 1,541
Carnahan Fund	\$ 1,529	\$ 1,555
Fenyvessy-Central	\$ 25,858	\$ 26,310
Fenyvessy-Branches	\$ 31,165	\$ 31,709
Fenyvessy-NE Branches	\$ 20,983	\$ 21,350
Gervickas Fund	\$ 5,942	\$ 6,045
Gleason Fund	\$ 15,590	\$ 15,862
Kenyon-Jefferies Fund	\$ 19,844	\$ 20,191
Poletto Fund	\$ 1,529	\$ 1,555
Purton Fund	\$ 16,714	\$ 17,007
Taylor Fund	\$ 3,548	\$ 3,610
Total	\$ 144,214	\$ 146,735
FFRPL Managed Trust Funds - Restricted for RPL*		
Beeney Fund	\$ 4,839	\$ 4,878
Craig Fund	\$ 2,708	\$ 2,716
Gleason Fund	\$ 12,144	\$ 12,183
Holtzman Fund	\$ 1,551	\$ 1,560
Lee Fund	\$ 1,477	\$ 1,475
Vietnam Veterans Fund	\$ 698	\$ 688
Tummonds Fund**	\$ 35,562	\$ 88,391
Total	\$ 58,979	\$ 111,891
TOTAL - ALL FUNDS	\$ 411,926	\$ 468,483

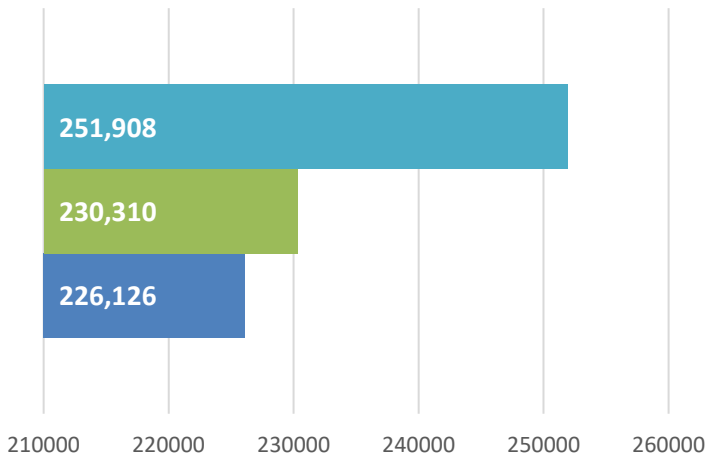
* FFRPL managed funds, distribution based on 5% of 20Q average value ending 3/31/24

** distributed on a calendar year basis - amount represents prior January allocation

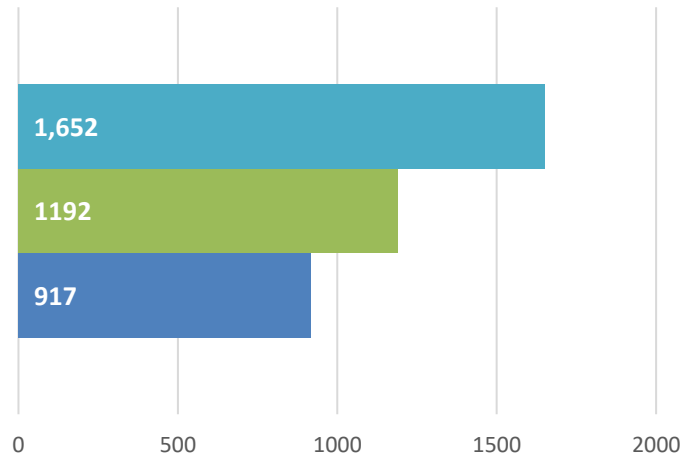
RPL Central Statistics YTD
Jan--May



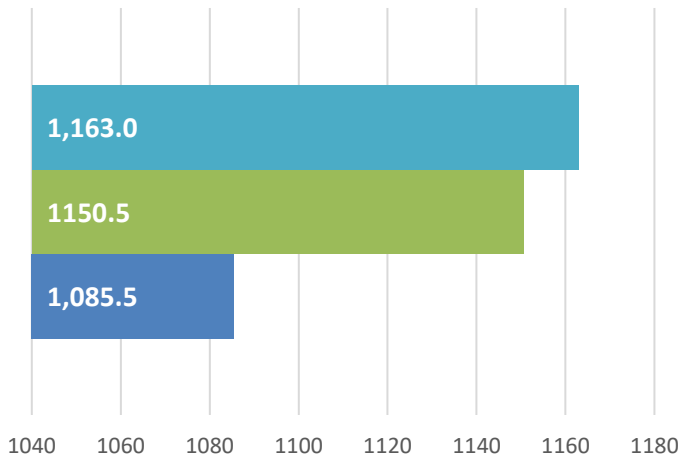
CIRCULATION



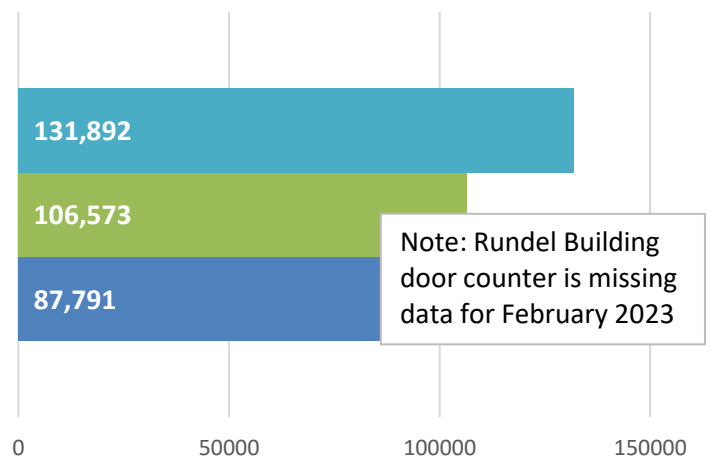
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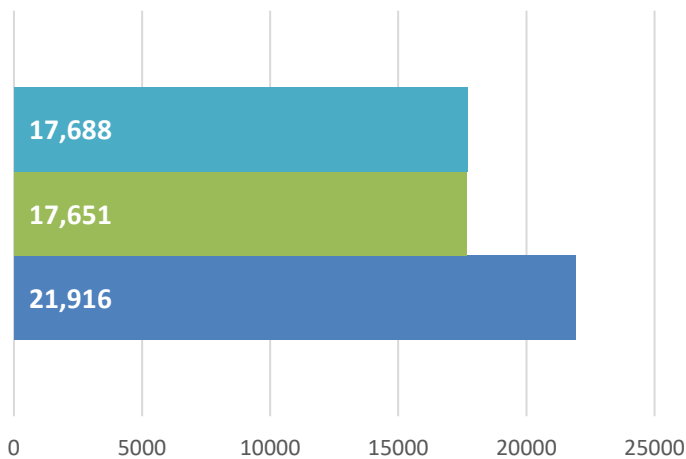
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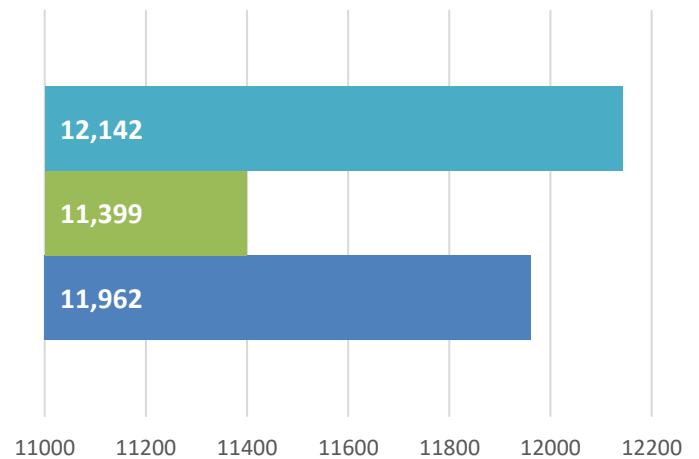
VISITS



REFERENCE QUESTIONS



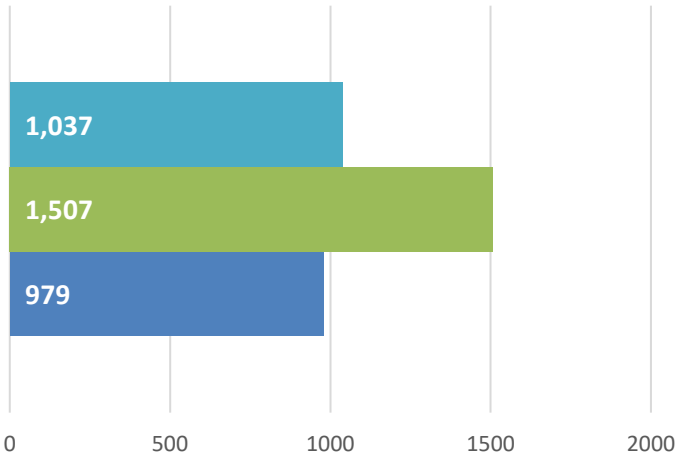
NON-REFERENCE



RPL Central Statistics YTD
Jan--May



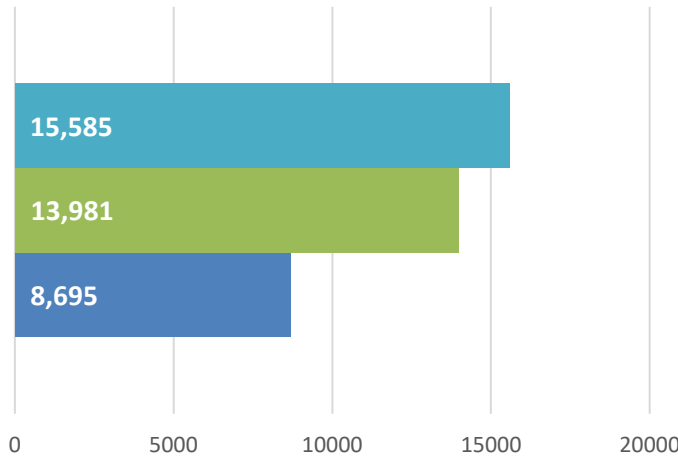
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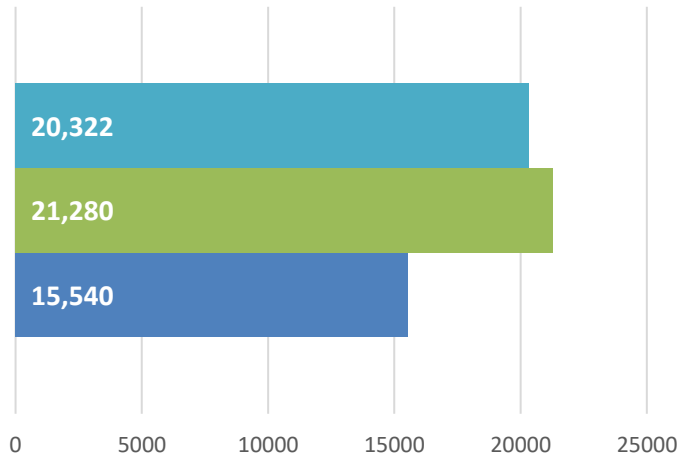
DEFINITIONS

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- 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.

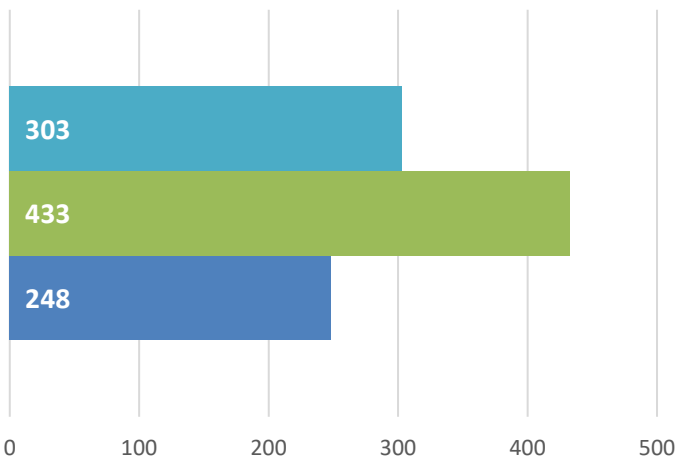
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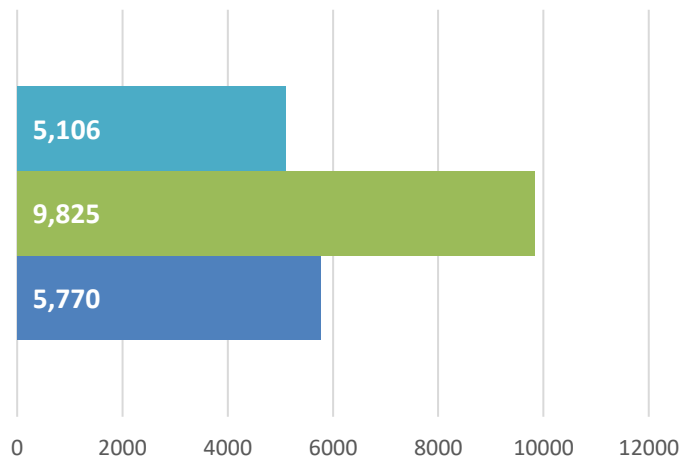
WIFI USES



GROUP PROGRAMS



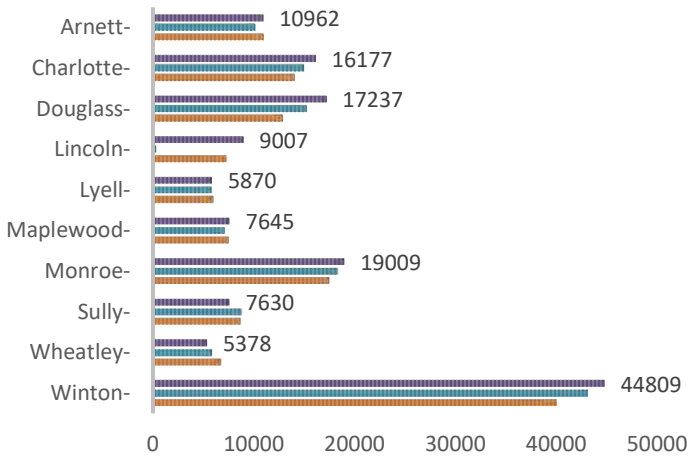
PROGRAM ATTENDANCE



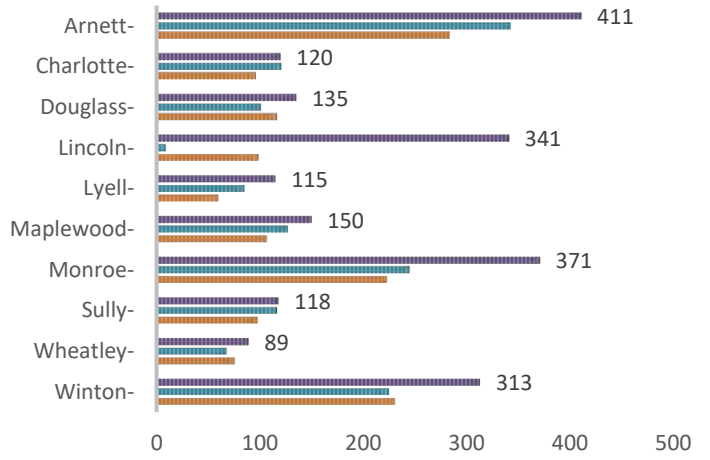
RPL Branch Statistics YTD Jan--May

2024 2023 2022

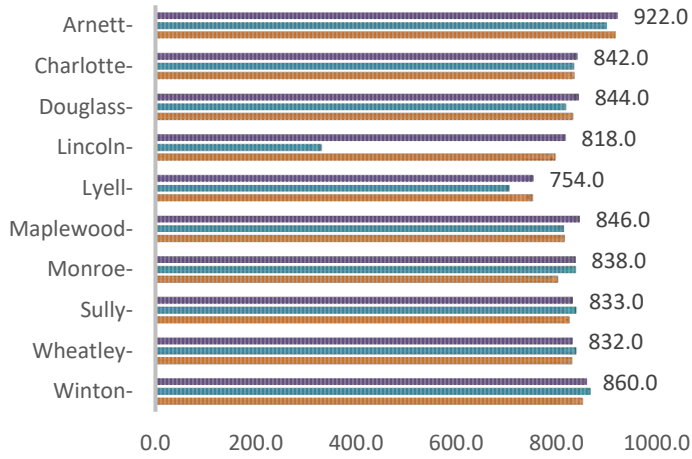
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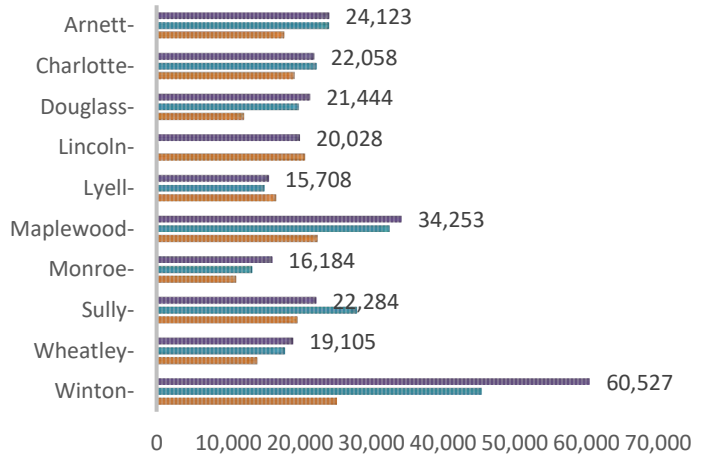
LIBRARY CARDS



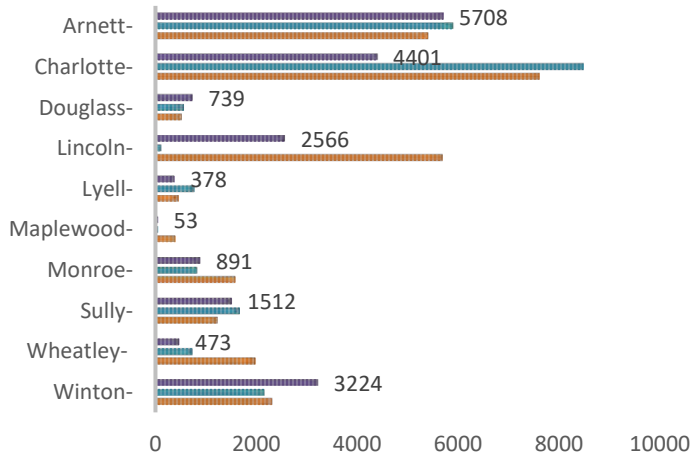
SERVICE HOURS



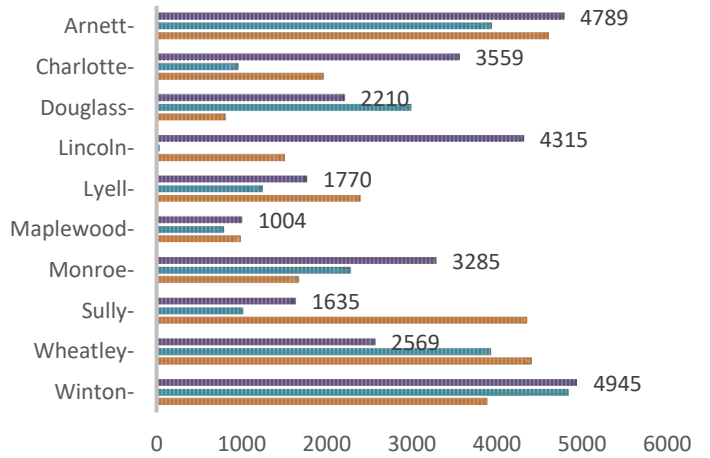
VISITS



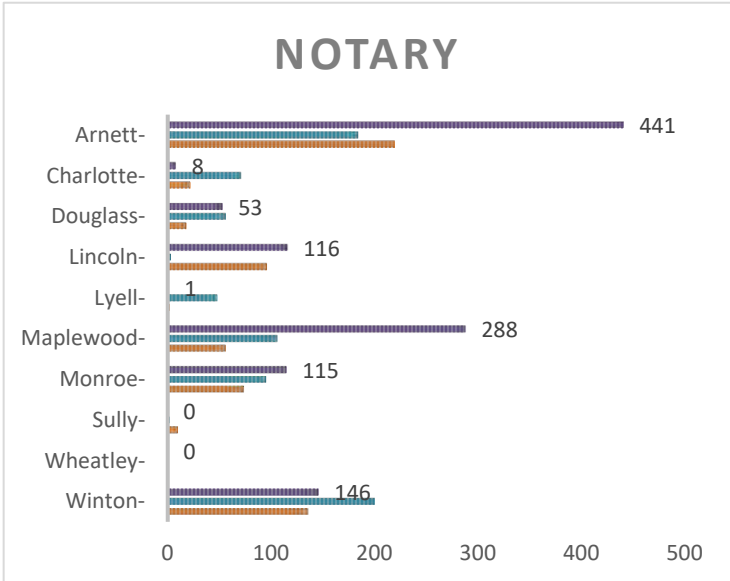
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