

**Rochester  
Public Library**

**More Than You Think**

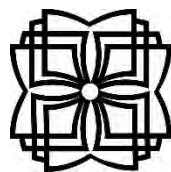
115 South Avenue | Rochester | New York | 14604

**Rochester Public Library Board of Trustees Meeting  
Kusler-Cox Auditorium, Rundel Memorial Library Building  
September 24, 2025, 9:00 a.m.  
Agenda**

- |   |                |         |
|---|----------------|---------|
| <b>I. PUBLIC COMMENTS</b>   | Benjamin       |         |
| <b>II. MINUTES OF PREVIOUS MEETING</b>                                    | Benjamin       | page 3  |
| <b>III. PERSONNEL CHANGES</b>   | Clasper        | page 7  |
| <b>IV. FINANCIAL REPORTS</b>  | Hasselwander   | page 9  |
| <b>V. NEW BUSINESS (Action Items)</b>                                     |                |         |
| 1. Expanding Hours Of Operation at the Winton Branch on Thursday Evenings | Scanlon        | page 13 |
| 2. Lease Approval, Fernwood Avenue Branch Library                         | Hasselwander   | page 13 |
| 3. Library Fund Balance Allocation  | Hasselwander   | page 13 |
| 4. Approval, NYSED Division of Library Development Construction Grant     | Hasselwander   | page 14 |
| <b>VI. REPORTS &amp; DISCUSSION</b>                                       |                |         |
| 1. Liaison Reports  |                |         |
| a. From the MCLS Board  | Brandt         |         |
| b. From the Friends & Foundation of RPL                                   | Borgus         |         |
| 2. Staff Reports  |                |         |
| a. Director's Report  | Clasper        |         |
| b. Central Library  | Clasper/Lehman |         |
| c. Community Libraries  | Scanlon        |         |
| <b>VII. ANNOUNCEMENTS</b>   |                |         |
| <b>VIII. ADJOURNMENT</b>  |                |         |

**Next Meeting  
October 29, 2025  
Arnett Branch Library  
310 Arnett Blvd, 14619**





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**Meeting of the RPL Board of Trustees  
Central Library, Rundel Memorial Building  
August 27, 2025  
Minutes**

**RPL Trustees Present:** Donna Benjamin, Ellen Brenner, Elizabeth Call, Marcus Cooper, James Kraus, Matt McDermott, Sarah Murphy Abbamonte, Suzanne Stockman, Jeffrey Tucker, Mark Wyand (quorum present)

**RPL Trustees Excused:** Sharon Salluzzo

**Staff and Guests:** City Council Liaison, Mitch Gruber; City Law Department Liaison, Allison Bartlett; staff members, Emily Clasper, Katy Hasselwander, Debi Mansour, BJ Scanlon, Jennifer Smathers

**Call to Order**

President Benjamin called the meeting to order at 9:05 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.

**Meeting Minutes**

The minutes of the June meeting were approved as presented.

**Personnel Changes**

On behalf of Ana Suro, Director Clasper called attention to the personnel changes and staffing levels for June 9, 2025–August 8, 2025, and offered to answer questions.

*Trustee Cooper joined the meeting at 9:07 a.m.*

Trustee Brenner MADE A MOTION to approve the personnel changes. THE MOTION PASSED UNANIMOUSLY.

**Financial Reports**

Library Finance Manager Hasselwander reviewed the financial reports with the trustees and offered to answer questions. She also offered copies of the Library Budget Book for trustees to take. After discussion, Trustee Wyand MADE A MOTION to approve the monthly financial reports as presented and approved by the RPL Finance Committee. THE MOTION PASSED UNANIMOUSLY.

**Agreement, Shoulders to Stand On LGBTQIA+ Archives Documentation Liaison**

Director Clasper introduced the item to the trustees and offered to answer questions. After discussion, Trustee Murphy Abbamonte MADE A MOTION to approve an agreement with Evan Bobrow to act as a

documentation liaison for the Shoulders to Stand On LGBTQIA+ archives for an amount not to exceed \$2,000 through March 1, 2026. THE MOTION PASSED UNANIMOUSLY.

**Additional Hours for Monroe Branch**

Deputy Director Scanlon reviewed the item and offered to answer questions. After discussion, Trustee Call MADE A MOTION to approve three additional hours for the Monroe Branch on Sunday, November 16, 2025. THE MOTION PASSED UNANIMOUSLY.

**Allocation of 2024-2025 Annual Campaign Proceeds**

Library Finance Manager Hasselwander introduced the item to trustees and offered to answer questions. After discussion, Trustee Kraus MADE A MOTION to approve the proposed FFRPL 2024-2025 annual campaign earnings allocation of \$364,069.66. THE MOTION PASSED UNANIMOUSLY.

**ImagineYOU Esports Agreement**

Library Finance Manager Hasselwander introduced the item to trustees and offered to answer questions. After discussion, Trustee Brenner MADE A MOTION to approve an agreement with 585FighterZ Esports Entertainment Group to provide esports programming services for an amount not to exceed \$8,000, for a term through June 30, 2026. THE MOTION PASSED UNANIMOUSLY.

**Patent Agent Professional Services Agreement**

Library Finance Manager Hasselwander introduced the item to trustees and offered to answer questions. Trustee Wyand asked to have the eligibility process shared with him and Director Clasper agreed to do so. Trustee Cooper MADE A MOTION to approve an agreement extension with David Bassett dba Bassett Statistical Company, LLC to continue providing patent agent services for an additional year, with a term through August 30, 2026, and charges that will not exceed \$4,800. THE MOTION PASSED UNANIMOUSLY.

**County Archive Professional Services Agreement**

Library Finance Manager Hasselwander introduced the item to trustees and offered to answer questions. After discussion, Trustee Call MADE A MOTION to approve a professional services agreement with Alison Wilkie to process the Monroe County archives for an amount not to exceed \$3,300 and a term through June 30, 2026. THE MOTION PASSED UNANIMOUSLY.

**Rochester History Journal Professional Services Agreement**

Library Finance Manager Hasselwander introduced the item to trustees and offered to answer questions. Trustee McDermott MADE A MOTION to approve a professional services agreement with RIT Press for the publication of the *Rochester History* journal for an amount not to exceed \$6,000 annually, for a term through August 30, 2027. THE MOTION PASSED UNANIMOUSLY.

*Trustee Kraus left the meeting at 10:03 a.m.*

**Liaison to the Monroe County Library System (MCLS) Board**

Trustee Stockman reported that the MCLS Board had no new business to approve. President Shelly may be revising committee and liaison assignments soon.

**Director's Report/Central Library**

Director Clasper reported that the summer was a tremendous success, especially with the countywide "Color Your World" summer reading program, which continues to be a popular initiative with a clear impact on the

community. She noted that children’s librarians worked tirelessly throughout the summer to deliver the program.

Clasper also invited everyone to attend a press event with Senator Jeremy Cooney where he is expected to announce some grant awards to the community.

Clasper added that the library received significant positive press over the summer, highlighting projects such as the launch of the solar wi-fi tables, the installation of a lactation pod at the Lincoln Branch, and the visibility of the Books by Bike program. She noted the strong community response to these initiatives, with many residents recognizing and engaging with the library’s presence throughout the city.

In response to questions about the solar tables, Clasper explained that usage statistics are not yet available, but anecdotal reports have been overwhelmingly positive, with community partners noting frequent use and excitement. She emphasized that feedback so far has been encouraging and promised to share data as it becomes available.

Finally, she praised the collaborative work of staff, particularly Deputy Director Scanlon, whose leadership was instrumental in securing new funding opportunities to support critical library needs.

### **Community Libraries**

Deputy Director Scanlon highlighted several achievements and developments across the branches. He began by recognizing staff contributions, noting that Kathy Kyle, manager of the Charlotte Branch, was elected first vice president and president-elect of the Youth Services section of NYLA, raising RPL’s profile at the state level. He also commended the Maplewood team, led by manager Johanna Buran, for their dedication during difficult situations involving unattended children, including one instance where staff stayed well beyond closing to ensure a child was safely reunited with a parent.

Scanlon praised Amy Discenza from the BRAD office for coordinating seven summer youth workers who contributed significantly at various branches, especially at Lincoln, where they organized the toy library and assisted with operations. He also shared a creative outcome from the Winton branch, where a family turned the library’s sticker passport contest into a comic book that will become part of the branch’s collection. He added a personal note about visiting the Frederick Douglass Community Library, where he joined a Dungeons & Dragons game led by staff, which he said was a fun way to connect with teens.

Next, he acknowledged Bruce Tehan’s efforts in handling a series of incidents involving a disruptive individual who has caused issues across multiple branches. In one case, staff and police collaborated to recover a stolen bike, demonstrating the team’s vigilance and commitment to community safety.

Turning to new initiatives, Scanlon announced that he will be joining the City Arts team to explore ways to bring more public art into libraries. Two murals are currently planned: one at Douglas, funded by Senator Cooney and themed around *Alice in Wonderland* in honor of his late mother, and another at the Sully Branch through the Wall Therapy group, with details pending a formal announcement.

He also reported on the success of the new “Patron of the Month” program, which has already celebrated a three-month-old library cardholder at Arnett and a family who recently moved to Rochester and found community through the Lincoln Toy Library.

Other updates included progress on the Aviation Station project, which is being re-envisioned as a summer camp experience with continued support from FFRPL; ongoing work by the Health and Safety Committee to implement fire drills and install AEDs across all branches; and significant improvements to security infrastructure. With new funding and end-of-year spending, 35 additional security cameras will be installed systemwide. Scanlon emphasized that cameras serve as deterrents, provide coverage in blind spots, and enable better identification of individuals when incidents occur.

He concluded by reiterating his appreciation for the dedication of staff across the system and invited questions from the board.

### **Proposed New Board Report Format**

Director Clasper thanked Ms. Mansour for leading the effort to redesign the board report, a project that began with recommendations from Simon School graduate students. The goal was to make the reports more concise and useful for trustees while reducing the 60 to 70 staff hours currently spent preparing them each month.

The new format keeps essential sections such as the agenda, minutes, personnel, and financial reports, but streamlines other content. Action items are now clearly highlighted, statistics are presented by fiscal year with multi-year comparisons, and additional charts can be added as needed. Patron stories are curated for impact, special initiatives and program highlights are featured more selectively, and outreach, partnerships, and collection updates remain part of the report.

New sections celebrate staff achievements, provide trustee “calls to action,” and highlight upcoming dates so trustees can look ahead rather than only backward. Clasper described the process as collaborative and designed to ensure trustees receive clear, meaningful information while freeing staff time for community impact.

Trustees commented that they appreciated the new format and the shorter length of the report.

### **Other Business**

President Benjamin appointed Trustee Call to the Policy Review Committee. Ms. Mansour will send out a survey to the trustees to gather their interest in committee and liaison assignments.

### **Adjournment**

The meeting adjourned at 10:56 a.m.

*Debi Mansour*

## NEW HIRES

<b>Gibala-Broxholm, Tess</b>	Library Assistant/PT/Reynolds Media	09/02/25
<b>O'Neil, Destanee</b>	Early Learning Specialist/FT/Children's Center	08/19/25
<b>Pimentel, Camille</b>	Library Page/PT/Lyell	08/18/25
<b>Post, Jessica</b>	Librarian/PT/MCLS	08/19/25
<b>Robillard, Kimberley</b>	Clerk Typist/PT/Winton	09/02/25

## RE-HIRE

<b>Macaulay, Suzanne</b>	Branch Manager/FT/Lincoln	09/03/25
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## RESIGNATIONS

<b>Farrell, Afiya</b>	Librarian/PT/Substitute/Children's Center	08/09/25
<b>Fields, Laquanda</b>	Library Assistant/PT/Teen Center	09/02/25
<b>Ryan, Hayden</b>	Library Page/PT/Charlotte	08/14/25

## STAFFING

<b>Full-Time Positions</b>	<b>Central</b>	<b>Community</b>
Budgeted	80	31
Filled	79	30
Vacancies	1	1

<b>Part-time Positions</b>	<b>Central</b>	<b>Community</b>
Budgeted	107	139
Filled	75	106
Vacancies	32	24





**CENTRAL FINANCIAL REPORT, AUGUST 2025*****SALARY & BENEFITS***

Salaries, wages, and overtime are projected within budget.

***EQUIPMENT & SUPPLIES***

Materials purchases and other expenses are projected within budget.

***SERVICES & CHARGES***

Services & Charges expenses are within budget. Utility invoices (\$30,141) and refuse (\$3,669) invoices processed.

***CASH CAPITAL***

No Central expenses.

**COMMUNITY FINANCIAL REPORT, AUGUST 2025*****SALARY & BENEFITS***

Salaries, wages, and overtime are projected within budget.

***EQUIPMENT & SUPPLIES***

Materials purchases and supplies are within budget. Invoice paid for lactation pods (FY25 PO carried over, as shown in Other Materials and Supplies revised budget).

***SERVICES & CHARGES***

Services & Charges expenses are within budget. Utility (\$20,117) and refuse (\$1,881) invoices processed.

***CASH CAPITAL***

Minor cash capital expenses within the last month, including payment for wiring and installation of two hand dryers at the Wheatley Branch (\$1,212).

Central Financial Report, Fiscal Year 2025-26 Fiscal YTD (through August 31, 2025)						
Category	Description	Original Budget	Revised Budget	Expenses Fiscal YTD	Remaining Balance	% of Budget
<b>Salary &amp; Benefits</b>						
	Full-Time Salaries	5,226,800	5,226,800	787,885	4,438,915	15.1%
	Part-Time/Temp Salaries	1,664,200	1,664,200	212,730	1,451,470	12.8%
	Overtime	19,000	19,000	511	18,489	2.7%
	Employee Benefits	3,642,600	3,642,600	140,568	3,502,032	3.9%
	Employee Development	34,100	35,501	516	34,985	1.5%
	Other	67,200	67,200	4,982	62,218	7.4%
	<b>Sub Total</b>	<b>10,653,900</b>	<b>10,655,301</b>	<b>1,147,193</b>	<b>9,508,108</b>	<b>10.8%</b>
<b>Equipment &amp; Supplies</b>						
	Materials Budget	511,800	519,313	41,131	478,182	7.9%
	Other Furnishings & Equipment	10,100	10,100	14	10,086	0.1%
	Office Supplies	60,100	69,384	10,940	58,444	15.8%
	Other Materials & Supplies	59,800	68,487	11,255	57,232	16.4%
	<b>Sub Total</b>	<b>641,800</b>	<b>667,284</b>	<b>63,339</b>	<b>603,945</b>	<b>9.5%</b>
<b>Services &amp; Charges</b>						
	Utilities	467,500	468,300	70,197	398,103	15.0%
	Facility Maintenance	109,300	123,869	8,660	115,209	7.0%
	Professional Services/Fees	236,600	241,647	117,379	124,268	48.6%
	Chargebacks	89,700	89,700	3,669	86,031	4.1%
	Service Charges - Other Gov't	51,400	51,400	12,564	38,836	24.4%
	Telecommunications	14,200	14,200	0	14,200	0.0%
	Other Expenses	172,300	182,367	8,712	173,655	4.8%
	<b>Sub Total</b>	<b>1,141,000</b>	<b>1,171,482</b>	<b>221,181</b>	<b>950,301</b>	<b>18.9%</b>
<b>TOTAL EXPENSED</b>						
		<b>12,436,700</b>	<b>12,494,067</b>	<b>1,431,713</b>	<b>11,062,354</b>	<b>11.5%</b>
<b>Central Cash Capital</b>						
		<b>FY26 Budget</b>	<b>Prior Year Carryover</b>	<b>Expenses YTD</b>	<b>Remaining Balance</b>	
	Facility Maintenance Allocation	50,000	171,850	0	221,850	0.0%
	Rundel Loading Dock Assessment	120,000	0	0	120,000	0.0%
	<b>Cash Capital Total</b>	<b>170,000</b>	<b>171,850</b>	<b>0</b>	<b>341,850</b>	<b>0.0%</b>
<b>REVENUE RECEIPTS</b>						
		<b>11,736,100</b>	<b>11,736,100</b>	<b>2,765,603</b>	<b>8,970,497</b>	
		<b>Original Budget</b>	<b>Revised Budget</b>	<b>City Prorate Share + Revenue YTD</b>	<b>Outstanding Revenue</b>	

Community Financial Report, Fiscal Year 2025-26 Fiscal YTD (through August 31, 2025)						
Category	Description	Original Budget	Revised Budget	Expenses Fiscal YTD	Remaining Balance	% of Budget
<b>Salary &amp; Benefits</b>						
	Full-Time Salaries	2,157,700	2,157,700	300,137	1,857,563	13.9%
	Part-Time/Temp Salaries	2,022,700	2,022,700	311,212	1,711,488	15.4%
	Overtime	2,000	2,000	363	1,637	18.1%
	Employee Development	19,600	22,309	2,971	19,337	13.3%
	Other	27,400	27,400	1,558	25,842	5.7%
	<b>Sub Total</b>	<b>4,229,400</b>	<b>4,232,109</b>	<b>616,242</b>	<b>3,590,025</b>	<b>14.6%</b>
<b>Equipment &amp; Supplies</b>						
	Materials Budget	536,600	543,840	36,633	507,207	6.7%
	Office Supplies	37,700	39,851	1,876	37,975	4.7%
	Other Materials & Supplies	41,200	54,786	4,264	50,523	7.8%
	<b>Sub Total</b>	<b>615,500</b>	<b>638,478</b>	<b>42,774</b>	<b>595,705</b>	<b>6.7%</b>
<b>Services &amp; Charges</b>						
	Utilities	229,500	230,513	27,735	202,778	12.0%
	Facility Maintenance	39,700	48,306	482	47,824	1.0%
	Professional Services/Fees	402,000	466,721	6,504	460,217	1.4%
	Chargebacks	26,400	26,400	1,881	24,519	7.1%
	Service Charges - Other Gov't	7,500	7,500	0	7,500	0.0%
	Telecommunications	17,100	17,206	0	17,206	0.0%
	Other Expenses	50,900	62,688	11,788	50,900	18.8%
	<b>Sub Total</b>	<b>773,300</b>	<b>859,534</b>	<b>48,390</b>	<b>810,944</b>	<b>5.6%</b>
<b>TOTAL EXPENSED</b>						
		<b>5,618,200</b>	<b>5,730,121</b>	<b>707,405</b>	<b>4,996,674</b>	<b>12.3%</b>
<b>Community Cash Capital</b>						
		<b>FY26 Budget</b>	<b>Prior Year Carryover</b>	<b>Expenses YTD</b>	<b>Remaining Balance</b>	
	Library Furnishings	12,000	39,042	18,863	32,180	48.3%
	Library Facilities	40,000	112,133	10,645	141,488	9.8%
	Library Technology	0	108,664	32,636	76,027	30.0%
	Library Capital Projects*	0				
	<b>Cash Capital Total</b>	<b>52,000</b>	<b>259,839</b>	<b>62,144</b>	<b>249,695</b>	<b>23.9%</b>
<b>REVENUE RECEIPTS</b>						
		<b>277,000</b>	<b>277,000</b>	<b>108,805</b>	<b>168,195</b>	
		<i>Original Budget</i>	<i>Revised Budget</i>	<i>Receipts Fiscal YTD</i>	<i>Outstanding Revenue</i>	
* Projects administered by City DES						

Trust Funds Financial Report, Fiscal Year 2025-26						
Fiscal YTD (through August 31, 2025)						
	Allocation	Carry-forward	TOTAL	YTD Expenses	% of Total	
Fenevessy (Central + Branch bal)*	4224	\$81,871	\$26,256	\$60,127	\$0	0.0%
Gleason Fund	4225	\$16,362				
Gleason Fund (FFRPL)*	4225	\$12,572	\$15,976	\$24,910	\$1,042	4.2%
Taylor Fund	4226	\$3,723	\$13	\$3,736	\$0	0.0%
Beeney Fund (FFRPL)	4227	\$5,042	\$4,246	\$9,288	\$101	1.1%
Carnahan Fund	4228	\$1,604	\$818	\$2,422	\$0	0.0%
Reynolds Fund - RPL	4229	\$148,267	\$112,797	\$261,064	\$37,232	14.3%
Purton Fund	4231	\$17,543	\$11	\$17,554	\$0	0.0%
Boland Fund	4232	\$1,589	\$2,504	\$4,093	\$0	0.0%
Kenyon-Jeffries Fund*	4233	\$20,827	\$1,497	\$10,324	\$0	0.0%
Poletto Fund	4234	\$1,604	\$363	\$1,968	\$0	0.0%
Gervickas Fund	4235	\$6,236	\$7,823	\$14,059	\$0	0.0%
Craig Fund (FFRPL)	4236	\$2,803	\$2,642	\$5,445	\$0	0.0%
Lee Fund (FFRPL)	4237	\$1,524	\$1,365	\$2,889	\$0	0.0%
Vietnam Veterans Fund (FFRPL)	4238	\$701	\$1,896	\$2,597	\$82	3.2%
Holtzman Fund (FFRPL)	4239	\$1,604	\$330	\$1,934	\$0	0.0%
Tummonds Fund (FFRPL)	4241	\$103,307	\$52,168	\$155,475	\$15,392	9.9%
TOTAL		\$427,180	\$230,704	\$577,884	\$53,848	9.3%
*Support for staffing expenses removed in total column.						
Fenevessy \$48,000 for literacy aides; Gleason \$20,000 for SHH staff; and Kenyon-Jeffries for LHG staff.						
Gift Fund Financial Report, Fiscal Year 2025-26						
Fiscal YTD (through August 31, 2025)						
Fund	Allocation	Transfer In	TOTAL	YTD Expenses	% of Total	
Gift Fund	4230	\$33,188	\$0	\$33,188	\$0	0.0%

September 2025

### NEW BUSINESS (ACTION ITEMS)

#### *EXPANDING HOURS OF OPERATION AT THE WINTON BRANCH ON THURSDAY EVENINGS (SCANLON)*

**Board Action Requested: A motion to approve changing the closing time at the Winton Branch library on Thursdays from 6:00 p.m. to 7:00 p.m., effective November 1, 2025.**

Details: The Winton Branch Library Manager is requesting an expansion of Thursday operating hours from 11:00 AM–6:00 PM to 11:00 AM–7:00 PM. This adjustment is supported by the recent reallocation of Page hours, which allowed for the hiring of a part-time Clerk position to provide staffing for the additional hour. The revised schedule will take effect on November 1, 2025.

#### *LEASE APPROVAL, FERNWOOD AVENUE BRANCH LIBRARY (HASSELWANDER)*

**Board Action Requested: A motion to authorize a 40-year lease agreement with the Rochester Housing Authority for 8,122 square feet of space at 100 Fernwood Avenue for operation of a new branch library, with construction costs applied in lieu of rent and annual expenses not to exceed \$25,000.**

Details: We are requesting authorization for a 40-year lease with the Rochester Housing Authority (RHA) to operate an 8,122-square-foot branch library at 100 Fernwood Avenue. The library will be located on the first floor, southern portion of a new 80,000-square-foot complex developed by RHA, Edgemere Development, Home Leasing Construction, and the YWCA of Rochester & Monroe County. The complex will also include 65 apartments, 17 of which are reserved for households with a history of homelessness and survivors of domestic violence.

Under the lease, the City/Library will be a commercial tenant. Rochester City Council, in coordination with the Department of Neighborhood and Business Development, will authorize a building agreement with RHA for construction of the library and reimbursement of eligible costs. The cost of the library's shell construction will be spread over the 40-year lease term in lieu of rent, so no annual lease payment is required.

The City/Library will pay a pro-rated portion of the Common Area Maintenance (CAM) charges, utilities, and upkeep of the library space. These costs, along with interest-only payments on Community Investment Funds (CIF) secured for the project, are not expected to exceed \$25,000 per year and are already included in projected operating costs. The CIF 0.5% interest payment is \$4,923 annually for the length of the lease.

As required by City Charter, the library space was appraised by Bruckner, Tillet & Rossi at \$14.00 per square foot. The total cost of the shell construction cannot exceed this appraisal over the 40-year lease term, or \$4.55 million.

#### *LIBRARY FUND BALANCE ALLOCATION (HASSELWANDER)*

**Board Action Requested: A motion to approve the appropriation of \$1 million of Library Fund balance towards the City contribution of the Fernwood Avenue Branch library project.**

Details: The City Administration is requesting use of \$1 million of the Library Fund balance towards the City funds (\$3.3 million) required for the Fernwood Avenue Branch construction. The City will be sending a representative to the Board meeting to provide additional context to the requested use of fund balance. As of September 12, available Library Fund balance is \$1,726,047.02.

*APPROVAL, NYSED DIVISION OF LIBRARY DEVELOPMENT CONSTRUCTION GRANT (HASSELWANDER)*

**Board Action Requested: A motion to approve a grant submission to the New York State Education Department, Division of Library Development, Library Construction for the Fernwood Avenue Branch Library in the amount of \$1,670,402.**

Details: The RPL has prepared an application for the fit-out of the new branch library at Fernwood Avenue, for services and amenities consistent with the RPL's other branches. This includes a classroom, small meeting/tutoring rooms, public computers, business station, gender-neutral restrooms and a family restroom, as well as general spaces for seating and gathering amongst its adult, teen and children's collections.

The overall apartment complex site plan includes a playground with benches and seating, EV Charging stations, pedestrian access from Rosemary Drive and parking areas at the entrance to both the multi-family units as well as visitor parking to the library. The RPL will have 10 designated parking spaces as part of the project.

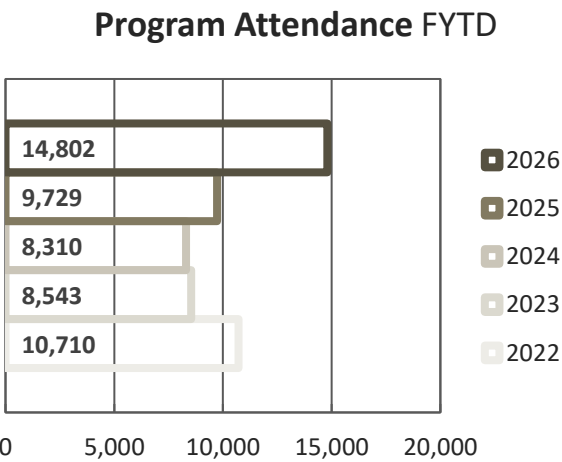
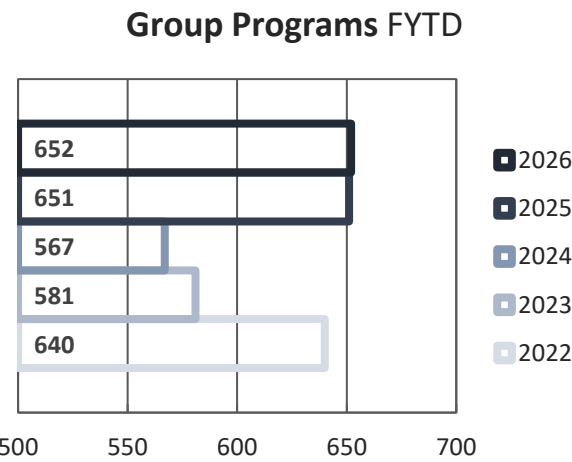
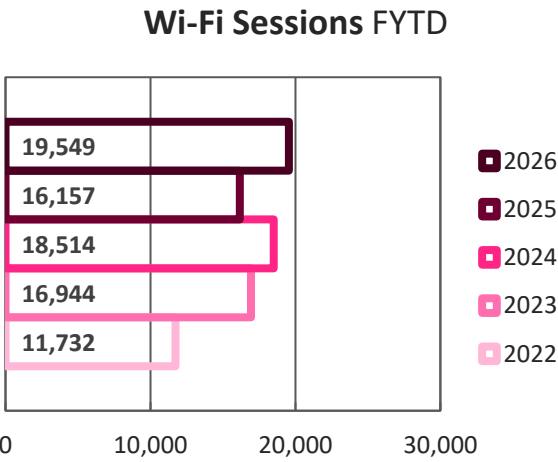
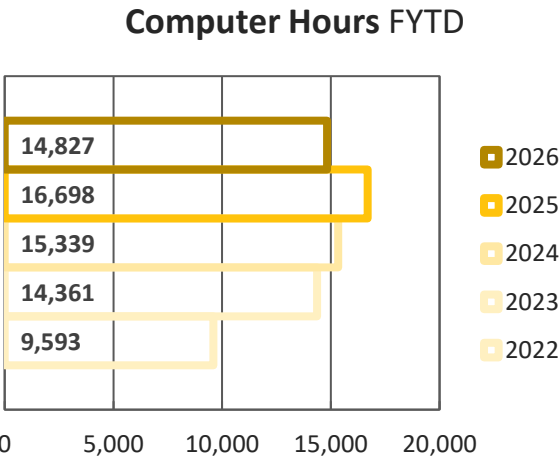
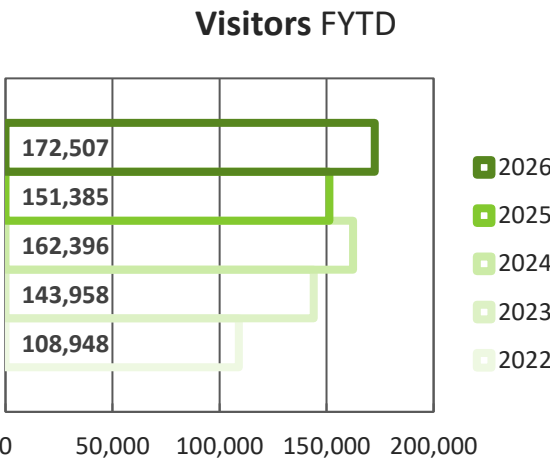
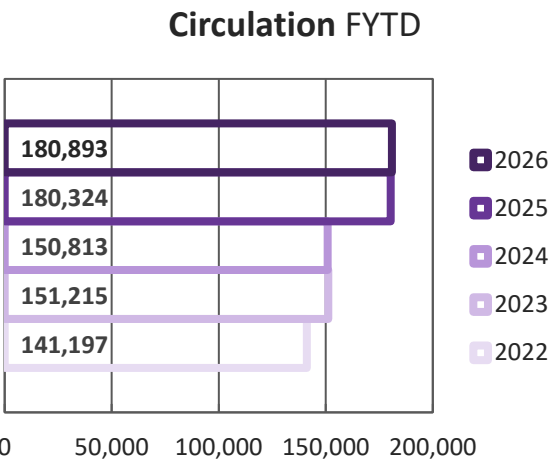
The apartment development cost is approximately \$38 million; financing as secured by RHA and Edgemere Development includes Low-Income Housing Tax Credits; loans via NYS HCR Housing Trust Fund, Federal Housing Trust Fund; Clean Energy Initiative and Solar Incentives; Homeless Housing Assistance Program (HHAP) funds, HOME-ARP funds, and a 10% shelter rent PILOT agreement.

As part of overall apartment financing, RHA has secured \$1,312,523 in NYS Homes & Community Renewal CIF for the shell portion of library branch construction. A City commitment of \$3.3 million in Cash Capital in the form of a library buildout agreement with RHA supports the shell and fit out of the branch. The City funds are to satisfy the lease cost obligations as outlined above.

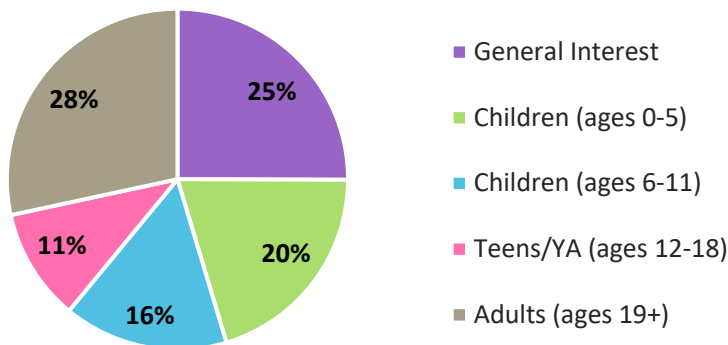
RHA will manage the bid and award process for the branch library portion of the project in compliance with General Municipal Law Section 103 and any other relevant provision(s) related to procurement requirements. The fit-out portion of the RPL's branch library will also be managed by RHA under a separate contract. This includes interior buildout and additional specified mechanical, electrical and plumbing fixtures and finishes. The RPL will separately procure furniture, fixtures and equipment and install fiber/internet through the MCLS' digital transmission service provider.

The cost of shell construction based on bids received by RHA on August 21, 2025, is \$3.1 million. RHA is currently out to bid for the fit-out construction but is estimated at approximately \$3 million. An additional \$400,000 is budgeted for furniture, fixtures, equipment and fiber internet installation. The estimated costs are funded from the Community Investment Funds (\$1.3M), City funds (\$3.3M) and the NYSED DLD construction grant request (\$1.67M).

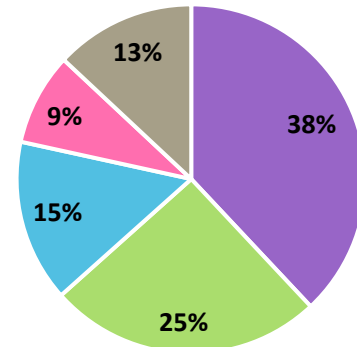
RPL AT A GLANCE (FISCAL YEAR 2026 JULY–AUGUST)



**Group Programs by  
Target Audience FY 24-25**



**Group Program Attendance by  
Target Audience FY 24-25**



## PATRON STORIES

### COME FOR THE MIFIS, STAY FOR THE LIBRARY!

A patron recently shared with staff at the Central Circulation Desk that they had brought ten family members to the library to sign up for library cards in order to borrow MiFi units. After visiting, the family discovered additional library resources and began returning for children's programs and to borrow other materials. They are now enthusiastic and regular library users.

### MAKING TECHNOLOGY ACCESSIBLE

A Wired for Opportunity student sent this complimentary email about interim instructors Joshua Tomaszewski and Trevor Johnson from the Central Library Technology Center:

*"Both Josh and Trevor were excellent in speaking very clearly. Very slowly enough and enunciated so that my mind could take time grasping what they were saying. I learned well due to this basic thing.*

*I find that most people these days speak so fast! Even in a class setting like the ones I've taken, the speakers fly through their sentences and I do not hear every word plus can't take time to understand.*

*Also, extremely professional. They were All about the work they were there to do- to teach as well as to help us.*

*One taught while one went around to guide us in clicking on the correct button.*

*I noticed that both of them were aware of someone needing their help.*

*They took cues. One time I sighed, not even realizing, but Josh, who was at the podium, noticed it! He said "do you need help"? I was so impressed. Who does that? Who ever cares?*

*I am not a computer user. I've never had one. So, I'm totally illiterate. I feel good about having taken this class. I learned a good amount of basics to not be afraid of it.*

*Josh gave great advice- he said "don't be afraid to play". This helped me!*

*Trevor has an excellent way of giving analogies. The analogies gave me a better understanding of exactly what he or Josh were trying to teach.*

*I recommend those 2 guys to continue doing what they do so well.*



*I'd take a class from them anytime at all!!*

*I do hope I'd find some other class to take with them. I'd even be willing to pay for in-depth classes!"*

### SHARING A LOVE OF GODZILLA

Librarian Michael Callari from the Central Library's Science Division recently reconnected with a family who had attended his panel, IDW's Godzilla Comics – Round Two, at a Godzilla convention last month. The family shared that his presentation was one of the highlights of their weekend. During the panel, Callari fielded children's questions about Godzilla, including whether the library owned a specific comic (which was located at the Ogden Branch) and the possibility of a crossover with another series (unlikely). He later reflected that he wished he had mentioned an important personal detail: the very first Godzilla movie he ever watched came from the Central Library's collection.

### POPSTARS AT THE WINTON BRANCH

Sometimes you go to the library looking for one thing and end up finding something else you just can't live without. A 9-year-old girl asked Mary Fraser if the library had any books about Taylor Swift. When they went to the Children's room to look for them, the girl saw a Justin Bieber book on a shelf. *"He's too hot for me to leave him behind,"* the girl declared as she grabbed the book from the shelf. She hurried to the circulation desk clutching both Swift and Bieber.

### WHO'S THAT MAN? MEETING THE MAYOR AT GRACE UNITY FESTIVAL

Families enjoyed picking up new books and tote bags at the Grace Unity Fellowship Church Youth Festival. When Mayor Evans spoke at the event, some children asked about him. At first, they thought he might be President Obama. After Children's Services Consultant Tonia Burton explained who he was and what a mayor does, the kids were eager to meet him. She introduced them, and the Mayor's first question was whether they had been reading over the summer. County Executive Bello also visited the library table and highlighted the library's solar charging tables.

SPECIAL INITIATIVES

WIRED FOR OPPORTUNITY (MCLS)

In August, 38 students in Monroe County completed their computer training classes and received free Chromebooks.



WIRED FOR OPPORTUNITY PROGRAMS

Month	Classes	Attendance	Class Topics	
Jul	25	170	Intro to Computers	Library Resources
Aug	23	146	Applying for Benefits	Intro to Google
			Computer Catch-Up	Online Job Search
			Scams and Security	

CITY OF ROCHESTER OPIOID TEAM

Director Clasper and Librarian Amy Discenza from Branch Administration serve on the City’s Opioid Steering Committee, which held its fourth meeting in August. The committee brings together leaders in addiction services, medicine, housing, crisis response, and mental health. Representatives from the four Neighborhood Ambassador Programs reported on their efforts to improve community education about opioid use disorder, increase awareness of resources, enhance neighborhood cleanliness, reduce overdoses, strengthen social connections, and support ambassadors in their own recovery. They also shared the challenges they face and identified opportunities to strengthen the program. In addition, several community organizations—including Trillium Health, His Branches Community Health Center, and Action for a Better Community—gave presentations. Committee members were asked to review the [Steering Committee Toolkit](#) and submit recommendations by September 1 on how the City should allocate opioid settlement funds effectively.

## PROGRAM HIGHLIGHTS

### COLOR OUR WORLD - SUMMER READING

Rochester Public Libraries concluded another successful summer reading season with celebrations for children, teens, and adults. Events included ice cream socials, games, cultural performances, and raffle drawings. Partnerships, such as Winton Branch's collaboration with Netsins Ice Cream, provided additional incentives that encouraged participation and supported reluctant readers.

Children and teens were recognized for their achievements with prizes ranging from books and science kits to a scooter and helmet. Teens and adults also took part in raffles and reading challenges, with many participants noting that the programs motivated them to explore new books and share reviews.

Across the system, summer reading programs engaged families, strengthened community connections, and encouraged a love of reading in all ages.



### TEENS DIGGING INTO HISTORY

Shalis Worthy introduced a group of Vertus High School students to the Local History & Genealogy Division's resources as part of their summer course on local history. The session gave students hands-on experience using library tools to explore the past, including the *Democrat and Chronicle* archives available through the ProQuest database. The students were especially engaged when they discovered their own birth announcements—and even their teacher's—highlighting how library resources can make history personal, relevant, and memorable.





### A NEW LOCAL HISTORY TOUR OFFERING

Brandon Fess hosted his first ever tour for Local History & Genealogy's Summer Tour Series. "Innovation & Adaptation: Reinventing Rochester's 6th Ward" took participants for a stroll through the western end of the old 6th Ward industrial district, today's Village Gate and the former University of Rochester Prince Street campus. Besides being our first tour to start away from the Central Library, it was a cool, damp evening. Despite these challenges, 35 enthusiastic participants attended! Multiple people told Fess that they were happy the tour went on despite the wet weather and that they were thrilled to see tours outside of downtown. The group was very happy to hear that Fess plans additional 6th Ward tours in future years.

### LISTENING AND LEARNING

The Arts and Literature Division of the Central Library continued its *Meet the Orchestra* series with Dr. Kenneth Kam on the guitar. Dr Kam is a guitarist, lutenist, and educator based in Rochester. He is currently on the music faculty at Nazareth University and the State University of New York Brockport. His performance showed the deep variety of the guitar and its interpretations beyond pieces that were written strictly for the guitar. Many of the wonderful musical pieces played were originally composed for piano or other instruments. Kam performed *Sons de Carrilhões* by João Pernambuco, *Tango en Skaï* by Roland Dyens, and *Take Five* by Paul Desmond.



### A COMMUNITY GARDEN FOR EVERY SEASON

The Winton Writers Group, led by facilitator Jennifer Case, has become a vital space for creativity and connection. For more than a year, it has offered writers a welcoming environment to develop their craft, share their work, and build supportive relationships. The impact of this community was reflected when Librarian Mary Fraser reached out to a member about registering for the next session and learned they had recently experienced the loss of two family members. In response, the member expressed deep gratitude, describing the library as "*a community garden for every season*" and the Writers Group as a place of healing as well as creativity. This highlights the essential role the library plays in fostering both personal growth and community support.

### PUCKER UP!

At the Arnett Branch, the Teen Taste Test: Sour Saga continued with a round of daring candy challenges. Teens compared Cry Baby Tears to sour Sweet Tarts, praising Cry Baby Tears for their long-lasting tang. WarHeads, on the other hand, were quickly dismissed as "terrible" by many. Toxic Waste candies divided the group, with some saying they were "just sour" while others liked the touch of sweetness. A few participants also took the chance to try candies they had missed in earlier sessions. While opinions varied, everyone had fun testing their limits and debating which sour candy reigned supreme.

### A FLEA IN THE WEDGE

The Frederick Douglass Community Library hosted its second Flea Market of the year, coinciding with the South Wedge Fest, making for a lively day of browsing and community connection. Planning is already in progress for the third and final market in September.

### HORSES IN THE CITY

At the Monroe Branch, Teresa Filo organized a special visit with two horses from Heritage Christian Stables, giving families the chance to connect with the animals in a unique and memorable way. The program created a welcoming space for families to share an engaging experience at the library, and plans are underway for future collaborations with the stables to continue building these community connections.

### COMIC CLUB GETS CREATIVE

The August meeting of the Winton Comic Club was full of energy and laughter. Tweens read *The Cartoonist's Club* and then showed their creativity in a drawing game they affectionately dubbed "Fire Nation Pictionary." In the game, one player secretly held a blank card and pretended to know the prompt. The wild accusations that followed—often over the top—were the funniest part. A memorable mishap occurred when two players accidentally drew blank cards, leading to more finger-pointing, dramatic debates, and laughter. One talented tween even managed to draw a bird convincingly without ever knowing the prompt. It was a lively session filled with creativity, good-natured deception, and friendship.



## OUTREACH & PARTNERSHIPS

### BRINGING TECH HELP TO SENIORS

Over the course of the last several months, staff from the Central Library Technology Center have been partnering with the MCLS Outreach Division to bring technology instruction and assistance to several locations in the City. The partnership between these Divisions has by all accounts been a rousing success, bringing the expertise of our Technology Center staff directly to the populations served by Outreach, most notably to seniors. Topics covered range from basic computer use, to troubleshooting tech problems, and using AI to accomplish routine tasks. Feedback from the community has been overwhelmingly positive. One senior stated that the help she recently received was, *"absolutely amazing"*, going on to say, *"it saved time and money, and I know how to do this because you taught me instead of fixing it and leaving. You guys are amazing. Who can I speak to to share how amazing this is?"*

### PROVIDING POSITIVE ROLE MODELS

Antoine McDonald brought his experience and perspective to the inaugural In-Control Men's Luncheon as a keynote speaker. The event created space for meaningful conversations on mental health, fitness, wellness, anti-violence, listening without judgment, and etiquette. McDonald was invited because of his long-standing work with young people through the library's Youth Services program and his unique role as the only African American male librarian in the Rochester Public Library system. His message contributed to the luncheon's broader goal: equipping young African American men with the confidence, discipline, and emotional intelligence to thrive, while also fostering a strong sense of brotherhood, respect, and purpose.

### *RPL GO! ON THE GO*

Amy Discenza, BJ Scanlon, and Hannah Wilson represented the Rochester Public Library at Unity Day, a community event sponsored by Fidelis Care and hosted at the Greater Adams Street Church of God by Faith. RPL GO! was stationed alongside a firetruck, police cruiser, and the Fidelis Care StreetSide mobile unit, creating a hub of community resources and an impromptu car show. Library staff welcomed visitors with free books and hands-on activities, including a coloring station and button-making. The team had the chance to connect with many enthusiastic young people throughout the afternoon.

Jennifer Dupre from the Frederick Douglass Community Library led three Storytime sessions in August at the Tunnel Tree in Highland Park. RPL GO! participated in one of the sessions, providing families with access to books and library services.



### *BACKPACKS FOR BACK TO SCHOOL*

Thanks to generous donations from community members and the Friends and Foundation of the Rochester Public Library, the Maplewood Community Library distributed more than 200 backpacks filled with school supplies to area families, ensuring students were ready for the new school year.

### *STAFF DEVELOPMENT AT THE HEALTHY KIDS PLAYFUL LEARNING SUMMIT*

Emily Quevedo Smith from the Winton Branch, Cathy Kyle from the Charlotte Branch, Kayla Lippino from the Maplewood Community Library, and Chelsea Arnold, Katie Powell, and Shetora Banks all from Central Library attended the 2025 Healthy Kids Playful Learning Summit, a full day of training and workshops highlighting the role of play and creativity in child development. Librarians valued the chance to learn alongside educators and occupational therapists, broadening their perspective beyond librarianship. A youth-led panel was especially impactful, with school-aged children candidly sharing their thoughts on play, discipline, and well-being. Their mix of humor and honesty left a lasting impression, making the day both informative and inspiring.



## COLLECTION UPDATES

### MORE THAN BOOKS

The Winton Branch added an exciting new item to its collection—a Brother XM3700 sewing machine. Before making it available for circulation, Mary Fraser hosted a meet-and-greet for the new machine with a hands-on demonstration. She expertly guided attendees through the basics of operating the machine and even gave patrons an opportunity to practice winding the bobbin and threading the machine. The group learned from one another's mistakes and cheered each other on. Amy Discenza from Branch Administration attended and felt energized by the excitement of learning a new skill and uplifted by the sense of camaraderie in the group.

### NO-COST CHILDREN'S COLLECTION MAKEOVER

Steven Shon improved the visual appeal and child-friendliness of Sully's children's space. Shelves were lowered to accessible heights, books were displayed with covers facing outward to catch kids' interest, and new signage with large, clear letters was added to simplify navigation. These updates made the space both visually appealing and inviting for young readers. The project was a team effort, with Kevin Beard from Supplies providing bookends, the Graphics Department creating signage, and Clerk Jose along with Pages Camil, Derionna, and Norman helping hands-on. Their collective work resulted in a revitalized space better suited for children and their families.



## STAFF HIGHLIGHTS

### KATE PECK INSPIRES A NEW BOOK CLUB

Two teen girls approached Kate Peck about starting their own book club with friends. Unsure where to begin, they received guidance and encouragement from Peck, who emphasized compromise and the value of exploring new genres. Together, they selected a mix of books from the young adult collection—some to read personally and others to preview for the club. The teens left excited and prepared to host their first meeting. Peck received accolades on a 19th Ward social media group and from her colleagues for a job well done.



### WILBUR PEDALS HIS WAY TO SOCIAL MEDIA RECOGNITION

Bruce Wilbur earned recognition both in the community and on social media for his outreach work at the Westside Farmer's Market. Commentator Bob Lonsberry praised Wilbur's efforts, writing: *"This man, who works at the Arnett Library, hitches this cart to his bicycle and takes free books to festivals and gatherings. The books are discarded by the library or donated by patrons. I would love this job."*



LIBRARY DIRECTOR’S CORNER: EMILY CLASPER

TRUSTEE CALL TO ACTION

Complete the City’s [Community Input Budget Survey](#) and let them know how important our libraries are. Available online through Nov. 10.

September is Library Card Signup Month! Encourage everyone you know to get a library card **#LibraryCardSignUpMonth**

Follow [I Love Libraries](#) on social media and visit the ALA [Show Up For Our Libraries](#) page to learn how to take action to support Federal funding for libraries.

RECOMMENDED READING

WUWF 88.1 FM: [Part of Florida's school book law ruled unconstitutional](#)

*The New York Times*: [Why Shop? In Maine, the Library of Things Has It All \(Almost\)](#)

ALA: [Books by Bots: Librarians grapple with AI-generated material in collections](#)

WAVE Media, Louisville, KY: [School cell phone ban creates surge in JCPS library visits](#)

IMPORTANT DATES

**October 13**; Indigenous Peoples’ Day (RPL, E. Rochester, Ogden, Parma, Scottsville, and Webster closed)

**October 14, 6:00**; County Legislature Meeting

**October 23**; Brain Games, Hyatt Regency

**October 27, 6:30**; City Budget Telephone Town Hall

CITY BUDGET IN-PERSON COMMUNITY OUTREACH

Roc the Block	Wednesday, September 24 @ 11 am-2 pm (Parcel 5)
Fall Festival	Saturday, September 27 @ 11 am-2 pm (Parcel 5)
International Plaza	Sunday, September 28 @ 1 pm-3 pm
Westside Market	Tuesday, October 7 @ 4 pm-7 pm
Dewey Ave Fire Station Open House	Saturday, October 18 @ 11 am-3 pm
Public Market	Saturday, October 25 @ 8:30 am-11 am

UPCOMING LIBRARY PROGRAMMING

[Find Upcoming Library Programming Here](#)



### *DIRECTOR'S SITE VISITS*

<b>August</b>	<b>April</b>	<b>February</b>
None	Ogden Farmers' Library	Charlotte Branch
<b>July</b>	Irondequoit Public Library	Maplewood Community Library
Newman Riga	Phillis Wheatley Community Library	<b>January</b>
<b>June</b>	<b>March</b>	Frederick Douglass Comm. Library
Fairport	Penfield Public Library	Lyell Branch
<b>May</b>	Henrietta Public Library	Monroe Branch
Brighton Memorial Library	Rush Public Library	
Mendon Public Library	Sully Branch	
Parma Public Library	Arnett Branch	
Pittsford Community Library	Chili Public Library	
Winton Branch Library		

### *DIRECTOR'S UPDATES*

This month has been full of energy and connection across RPL and MCLS. We kicked things off with a series of joint orientation sessions for our new trustees, using this as an opportunity to unpack the unique (and sometimes confusing!) ways our City and County library systems work together. Our newest Board members showed patience, curiosity, and a real eagerness to learn. Even better, we had the chance to get to know one another better and discover the many talents they're bringing to the table to strengthen both of our Boards.

We also had plenty of moments in the spotlight, as local press covered some truly special milestones. Senator Samra Brouk celebrated the donation of a new lactation pod to the Lincoln Branch Library. At Sully Branch, we cheered for the very first graduating class of young pilots from the Aviation Station program. And thanks to Senator Jeremy Cooney's generous grant, we'll soon be upgrading public computers and security equipment at RPL branches across the city. Each event was a reminder of how deeply our libraries enrich the communities we serve and a chance to bring that message to a larger audience.

Meanwhile, behind the scenes, August was peak planning season for MCLS. It always feels like a "gear-up" month, preparing for the busy fall stretch ahead while our member libraries are buzzing with summer reading excitement. We pushed forward on planning for upcoming in-district visits with State legislators, kept construction grant applications moving, mapped out staff training sessions, started eyeing the County budget process, and gave our Integrated Library System RFP the strong launch it needs.

And of course, sprinkled among the meetings and planning, August offered plenty of those unexpected, joyful library moments. I got to laugh my way through a Drag Queen Story Time with local author and performer Mrs. Kasha Davis, make a quick trip over to the Buffalo & Erie County Central Library, brush up on hands-only CPR, toast Taylor Swift and Travis Kelce's engagement with a group of enthusiastic teens, and even walk an RPD officer through downloading an audiobook on Libby. If there's one thing I can say for certain about this field: working in libraries means never, ever being bored.

*~Emily*

*COMMUNITY LIBRARIES DEPUTY DIRECTOR'S UPDATES FROM BJ SCANLON*

As this summer wraps up, all 10 City Branches put together fantastic summer reading programs for patrons of all ages. The Rochester Libraries continue to register new patrons, and our July winner of the "Patron of the Month" drawing was a mother who along with her husband recently moved their family to Rochester from North Carolina. They were seeking a fun, free activity for their kids when they discovered the Toy Library at the Lincoln Branch, before they left the whole family signed up for library cards.

I also worked alongside Katy Hasselwander, Brenda LaCrosse, and Emily Clasper to put together a Library Technology and Security Upgrade grant, which was selected to be funded at \$100,000 by State Senator Jeremy Cooney. This grant will allow for new security cameras in branches, new computers, and updating decade-old printers.

The Lincoln Branch bid farewell to Sarah Lehman, who is joining the senior management team as the head of the Central Library and welcomed Suzanne Macaulay as our newest branch manager. Suzanne has around 20 years of library experience, and previously worked in the MCLS office, she brings a lot of energy, experience, and commitment to training and education to the library team.

The Sully Branch Library closed to the public on Friday, September 5. Staff spent two days cleaning and preparing the space for a planned two-month closure. The Thomas Ryan Center, which houses both Dr. Iris Banister School No. 33 and the Sully Branch Library, is undergoing major renovations. As part of this project, new HVAC and electrical systems will be installed in the library. The branch is expected to reopen to the public on Tuesday, October 30.

*~BJ*

Central Year End Budget Report, Fiscal Year 2024-25				
Operating Budget Expense Summary				
	Original Budget	Revised Budget	Expenses	% of Budget
Administration	2,639,000	2,639,000	2,543,513	96.4%
Public Services	3,981,900	3,981,900	3,816,302	95.8%
Technical Services	1,792,400	1,792,400	1,798,956	100.4%
SUBTOTAL	8,413,300	8,413,300	8,158,771	97.0%
Employee Benefits	3,310,600	3,310,600	3,331,015	100.6%
<b>TOTAL</b>	<b>11,723,900</b>	<b>11,723,900</b>	<b>11,489,786</b>	<b>98.0%</b>
Revenue Summary				
Category/Description	Original Budget	Revised Budget	Received	Increase (Decrease)
MCLS System Service	2,411,400	2,411,400	2,519,831	108,431
Service Charges	222,100	222,100	123,674	(98,426)
Grants	259,000	259,000	190,373	(68,627)
NYS Aid	481,700	481,700	485,270	3,570
SUBTOTAL	3,374,200	3,374,200	3,319,148	98.4%
Monroe County*	7,660,100	7,660,100	8,123,184	463,084
City Central Share**	687,500	687,500	687,500	0
<b>TOTAL</b>	<b>11,721,800</b>	<b>11,721,800</b>	<b>12,129,832</b>	<b>103.5%</b>

\*Includes \$201,196 reimbursement of Wired for Opportunity staff expenses from County ARPA funding

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

## Community Year End Budget Report, Fiscal Year 2024-25

### Operating Budget Expense Summary

	Original Budget	Revised Budget	Expenses	% of Budget
Branch Administration	1,022,900	1,535,400	1,409,371	91.8%
Arnett	457,600	409,400	369,236	90.2%
Charlotte	380,800	330,100	330,536	100.1%
Lyell	317,400	279,200	267,302	95.7%
Lincoln	498,900	455,000	332,600	73.1%
Maplewood	540,200	501,600	447,446	89.2%
Monroe	389,600	341,900	318,590	93.2%
Douglass	322,900	280,000	272,527	97.3%
Sully	463,800	422,600	399,559	94.5%
Wheatley	425,100	386,000	368,601	95.5%
Winton	430,600	363,000	354,532	97.7%
Maintenance	227,700	227,700	217,099	95.3%
<b>TOTAL</b>	<b>5,477,500</b>	<b>5,531,900</b>	<b>5,087,398</b>	<b>92.0%</b>

### Revenue Summary

Category/Description	Original Budget	Revised Budget	Received	Increase (Decrease)
Fines and Fees	88,700	88,700	133,592	44,892
Grants	103,000	103,000	100,000	(3,000)
NYS Library Services Aid	105,300	105,300	105,494	194
<b>SUBTOTAL</b>	<b>297,000</b>	<b>297,000</b>	<b>339,086</b>	<b>42,086</b>
<b>TOTAL</b>	<b>297,000</b>	<b>297,000</b>	<b>339,086</b>	<b>114.2%</b>

RPL OPERATING FUND SUMMARY, Fiscal Year 2024-25				
Expense Summary				
	Original Budget	Revised Budget	Expenses	Variance
BENEFITS (CITY UNDISTRIBUTED)	4,488,600	4,488,600	4,276,060	(212,540)
<b>TOTAL</b>	<b>19,105,500</b>	<b>19,105,500</b>	<b>18,539,542</b>	<b>140,904</b>
Capital Summary				
	Original Budget	Revised Budget	Expenses	Variance
RPL CAPITAL	197,000	197,000	119,914	N/A
CITY LIBRARY CAPITAL*	2,640,000	2,640,000	476,664	N/A
SPECIAL GRANTS (NYSED)	1,599,700	1,684,300	805,872	N/A
<b>TOTAL</b>	<b>4,436,700</b>	<b>4,521,300</b>	<b>1,402,449</b>	
Revenue Summary				
	Original Budget	Revised Budget	Received	Variance
CENTRAL**	11,034,300	11,034,300	11,442,332	408,032
COMMUNITY	297,000	297,000	339,086	42,086
CITY TAX SUPPORT, INTEREST, OTHER	10,607,100	10,661,100	10,661,100	0
FUND BALANCE UTILIZATION	0	0	0	0
<b>TOTAL</b>	<b>10,904,100</b>	<b>21,992,400</b>	<b>22,442,518</b>	<b>450,118</b>

YE Fund Balance FY25 (est.)	1,846,047
FY26 Fund Balance Utilization	(120,000)
<b>AVAILABLE Fund Balance</b>	<b>1,726,047</b>

\*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



## *FACILITY AND CAPITAL UPDATES*

Next month there will be submissions for the City's Capital Improvement Program (CIP), which includes all RPL facilities and some annual allocations for branch furnishings and IT equipment. Progress continues on multiple Central Library and Branch facility projects - updates are as follows:

### *BRANCH UPDATES*

#### LINCOLN ROOF RESTORATION

Based on lower than anticipated bids the second time, we were able to fund the upper and lower roof as part of this project (no phasing). The work was substantially complete in late August. With some remaining funds we are updating exterior paint on the south side of the building.

#### DOUGLASS & SULLY LIGHTING UPGRADES

All efficient lighting replacements are completed and we are waiting for an update for dimming the Sully branch lighting as requested by staff (a good problem to have as prior lighting was not sufficient). We are waiting on final invoicing from the Rochester City School District to close out the NYSED grant.

#### SULLY HVAC REPLACEMENTS

This is a project sponsored by the Rochester City School District which includes renovations to City Recreation spaces as well as school spaces. Sully's HVAC replacements are on schedule for this month, and staff are working at other branches for September and most of October.

#### MAPLEWOOD RENOVATION & EXPANSION

Construction is roughly 75% complete; driving by the space you will see the additions as contractors are now working on the interiors. Creative Library Concepts is submitting final furnishing quotes this month to ensure adequate lead times for orders – they will be installing in January. We remain on schedule for a spring 2026 reopening. More details on when temporary branch services will close and staff will set up in the renovated spaces will be shared with the Board later this fall. Note that both Maplewood staff and Capital Projects Manager Harrison have provided updates at Maplewood Neighborhood Association meetings.

#### NE BRANCH LIBRARY

Bids were received on August 21<sup>st</sup> and as of printing Home Leasing Construction is still working through costs and clarifications. Rochester City Council will consider legislation for project financing, library branch lease and buildout services with the Rochester Housing Authority (RHA) in October. Finance closing is anticipated in late November/early December. Site work and groundbreaking is slated for January 2026. Note that the RPL has done extensive outreach for this project, including presentations to the City's Neighborhood Leaders meetings in June and December 2024; meetings with the Portland Avenue Business Association (with attendance at their fall festival in October), multiple public meetings in partnership with RHA over the past 10 months, and we submitted email notifications to all current Sully and Lincoln branch cardholders to update them on the future branch (as these are the two overlapping service areas). We maintain an informational webpage for the branch that will be updated as the project proceeds: <https://roccitylibrary.org/newbranch/>

## WHEATLEY HVAC REPLACEMENTS

Replacement of rooftop units, electrical work and building controls is scheduled for late fall – the City’s Term HVAC contractor has noted that the equipment will ship October 23, 2025. There will be a few days of public closure that will be submitted for Board consideration at a future meeting when schedules are finalized. .

## WINTON PROJECT SCOPING

As funding was deferred for the design of improvements (both interior renovations as well as comprehensive mechanical and envelope repairs/upgrades), we are moving forward with a small study to better understand the scope of work and costs for the latter. Since our original requests for renovations (dating to 2008!) there has also been some settlement of the building that warrants further structural and site investigation. City Architectural Services has agreed to support our Request for Proposals for a study with one of their Term Service Agreements. We anticipate starting the procurement of services in October.

## CENTRAL UPDATES

### RUNDEL MASONRY & WINDOW RESTORATION

Window work on the west façade continues through fall, with exterior work wrapping on the north parapet. As has been documented previously, the scaffolding and lifting of stone has opened areas of the roof for leakages (some previously existing, some new) which are being tracked by DGA and LeChase (Construction Manager). We will have comprehensive plaster repairs on the interior of impacted areas once roof repairs and warranty work are complete, likely in early November. We are on schedule for completion by end of January 2026. Note that the project has an existing website, social media posts and even a Local History ROCs blog post! All are linked below for reference.

<https://roccitylibrary.org/rundel-restoration/>

<https://rochistory.wordpress.com/2025/01/27/that-old-rundel-the-origins-renaissance-of-the-rundel-memorial-library/>

<https://www.facebook.com/share/p/16qFyWv4fs/>

### RUNDEL VENTILATION UPGRADES

Original bids from January came in substantially over budget – we have directed LaBella and City Architectural Services to re-bid only the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the Rundel building for now, as these floors have the most staff in areas that will benefit from improved air exchange. As this is a NYSED-funded project, we are on a grant timeline to complete work by 2026, with potential to fund remaining floors in future capital project. Revised work will be bid later this month.

### RUNDEL ELEVATOR ASSESSMENT & MAIN ELEVATOR REPLACEMENT

A request to evaluate our Link elevators (both of which were down during spring) and some delays in final coordination pushed the bid for the main elevator replacement from June to this month. We are still anticipating a spring 2026 modernization of the main (brass) elevator with downtime to be coordinated once schedules are submitted by contractors.

### RUNDEL STAFF LINK ELEVATOR

As discussed above, both the public and staff elevators connecting Rundel to the Bausch & Lomb building were down this winter/spring. The public elevator was repaired and is up and running with a new part. The staff (small) elevator must be upgraded/modernized due to lack of available replacements given age. This will be a comprehensive update to be undertaken by Bison Elevator under City supervision. A notice to proceed was issued for equipment ordering, and we anticipate completion in early 2026.