

**Monroe County Library System
Meeting of the Board of Trustees
Rundel Memorial Building Board Room
Minutes
June 19, 2017**

Trustees Present: Brandt, D'Aurizio, Guttmacher, Knapp, Lovenheim, Thompson, Wolf
Trustees Excused: Shelly, Stockman
Staff and Guests: Monroe County Law Department Liaison, Don Crumb; Staff members Davis, Gilbert, Harrison, Reeves, Boldt

Public Comments

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

Call to Order

Mr. Wolf called the meeting to order at 12:15 p.m., and welcomed trustees and guests.

Action Items

Meeting Minutes

A MOTION WAS MADE BY Ms. D'Aurizio AND SECONDED BY Ms. Thompson to approve the minutes of the May 15, 2017 meeting (Documents Book). THE MOTION PASSED UNANIMOUSLY.

Claims

Ms. Harrison called attention to the financial Claims dated May 5, 8, and 19, 2017 included with the packet (Documents Book). She reviewed highlights and responded to questions from trustees. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Ms. D'Aurizio to approve the Claims as presented. THE MOTION PASSED UNANIMOUSLY.

Automation Trust Fund Appropriation

Ms. Harrison briefly reviewed background information on the MCLS Automation Trust Fund, and on the MCLS Fund Balance policy, and called attention to the June, 2017 Director's Report for additional details (Documents Book). Trustees discussed the rationale behind the recommendation, based on past appropriations and the MCLS fund balance. Following discussion, A MOTION WAS MADE BY Ms. D'Aurizio AND SECONDED BY Ms. Thompson to authorize the appropriation of \$70,000 of the MCLS fund balance to the MCLS Automation Trust Fund, as recommended. THE MOTION PASSED UNANIMOUSLY.

Nominating Committee Reappointment Recommendations

On behalf of the MCLS Nominating Committee, Ms. Thompson reported that both Dr. Guttmacher and Dr. Knapp, whose terms expire on June 30, 2017, would like to serve additional terms on this Board. A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Lovenheim to authorize forwarding for consideration by County Executive Dinolfo the reappointment of Dr. Guttmacher and Dr. Knapp by the Monroe County Legislature for full five-year terms on the MCLS Board of Trustees. THE MOTION PASSED UNANIMOUSLY.

Ms. D'Aurizio noted that she and Ms. Thompson were actively seeking candidates (if possible, from the west side of Monroe County) for the two current vacancies on this Board, and encouraged trustees with any recommendations to contact Ms. Thompson or herself.

Election of Officers

Ms. Thompson reported that both Mr. Wolf and Ms. D’Aurizio were eligible to serve a second term in their current offices, and were willing to do so. On behalf of the Nominating Committee, Ms. Thompson presented the following slate of candidates for officer positions through June, 2018:

Mr. Wolf – President

Ms. D’Aurizio – Vice President

She noted that in accordance with the Bylaws, the office of Secretary would continue to be held by the Director, Ms. Uttaro. There being no additional nominations from the floor, A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Lovenheim to endorse the Committee’s recommendations and re-elect Mr. Wolf to the office of President, and Ms. D’Aurizio to the office of Vice President. THE MOTION PASSED UNANIMOUSLY. Ms. Thompson expressed gratitude to both for their willingness to serve in these roles.

MCLS Board Committee Assignments

Mr. Wolf noted that several years ago, various committees of the MCLS Board were quite active, and there was interest in re-activating several of these moving forward. He added that two new committees would be established (Strategic Planning and Advocacy & Public Relations), and briefly reviewed the descriptions of each, as well as the various Liaison assignments. He encouraged trustees present to consider signing up for committee(s) of their choice, and passed the listing around the table.

MCLS Direct Access Policy Revision

Ms. Harrison called attention to the Direct Access Plan of Service, an agreement that is required by the Commissioner of Education Regulations (Documents Book). She explained that the plan asserts the position of the MCLS that all residents of Monroe County will have access to direct or on-site service in any of the system’s member libraries, and will not be subject to discrimination on the basis of age, cultural, economic, gender, or civic status. She briefly reviewed key points included in the policy document, noting that the current policy had been approved by the MCLS Board in 2012; it has been revised as part of the process of developing a new Document of Understanding (DOU) between the MCLS and its member libraries, and will become an appendix to the DOU. Ms. Harrison reported that the updated policy had been approved by the MCLS Directors’ Council; Ms. Harrison and Ms. Gilbert responded to questions. Mr. Wolf suggested considering the addition of a specific definition of the term “local source.” Ms. Harrison offered to review this suggestion with colleagues, and bring an amended document back to the Board, if necessary. Following discussion, A MOTION WAS MADE BY Ms. D’Aurizio AND SECONDED BY Dr. Guttmacher to approve the revised MCLS Direct Access Policy. THE MOTION PASSED UNANIMOUSLY.

Reports

MCLS Liaison to RPL Board

Mr. Wolf reported that the RPL Board had met at the Lyell Branch Library for its May meeting, in spite of extremely heavy traffic on the morning of the meeting. He noted that the trustees had approved the updated Central and Community Library budgets; the RPL annual report to New York State; and a new RPL logo and tagline.

Rochester Regional Library Council

Dr. Knapp reported that there was record-breaking attendance at Casa Larga for the RRLC annual meeting, where Library of the Year winners in various categories were honored – including Fairport Public Library. Dr. Knapp further reported that new board members were elected, and Kathy Miller, RRLC’s Executive

Director, was honored for her years of service; she has announced her plans to retire, and a search for her successor has been initiated.

Friends and Foundation of Rochester Public Library

Mr. Davis reported on attendance for the 61st season of the Books Sandwiched-In series, noting that in-person attendance averaged 60/session, with online streaming viewers averaging an additional 40/session. He explained that these statistics excluded the April 18 review of *Forward: A Memoir* by Abby Wambach, noting that the reviewer, Jeff DeVeronica of the *Democrat & Chronicle*, had announced his participation on social media, resulting in 752 remote viewers of his presentation. Mr. Davis encouraged everyone to visit the library's YouTube channel - accessible via a link from the FFRPL.org site - to view the archived sessions. He reported on the Suffrage Centennial opening event that attracted approximately 150 attendees on the "first Friday" in June evening, noting that many visitors daily browse the self-guided exhibit. HE announced that there would be tour guides from the Central Library on hand at the July 21 Corn Hill Landing arrival of the "VoteTilla" inviting guests to visit the exhibit in Harold Hacker Hall. Mr. Davis further reported on the recent Donor Luncheon with the Director, noting that Ms. Uttaro gave an excellent and engaging presentation that included discussion of RPL's pilot program suspending overdue fines on children's and teens' materials, and the new library card for young children. With just under two weeks remaining until the Annual Campaign closes on June 30, Mr. Davis reported that proceeds to date total approximately \$230,000, less than 1% below the goal. He added that the Books Sandwiched-In challenge grant, which has raised \$4,420 to date (including the matching gifts from FFRPL trustees and Mr. Davis), would be in effect until June 30. *The Jazz Starts Here*: Mr. Davis invited all to attend the free, daily (June 26 – 30) noon-time concerts in the Dorris Carlson Reading Garden during the Xerox Rochester Jazz Festival.

Director's Report

Ms. Harrison reported that both Ms. Uttaro and Ms. Snow were on vacation, and offered to respond to any questions on their written reports (Documents Book). She reported that the "Be My Neighbor" event held on Saturday, June 3 attracted over 3,500 people. She explained that the main attraction was Daniel Tiger, popular star of a PBS children's television series; there were many hands-on learning activities for visitors to participate in, including visits from Rochester Fire Department and Rochester Police Department representatives with their vehicles. Ms. Harrison noted that this event was part of the very successful, ongoing collaboration with WXXI; additional event partners included representatives from Fidelis, Seneca Park Zoo, and the Lions Club, whose members conducted hundreds of vision screenings for the children. Ms. Harrison further reported that the library has received notice from Starry Nites of their plans to close at the end of June, 2017, if plans to make arrangements with another operator were not successful. She added that the Mayor's Office had been notified, and exploration of potential new approaches would be explored, as appropriate. In response to questions from Mr. Wolf and Mr. Lovenheim, Ms. Harrison briefly reviewed background and status of the Central Library's participation in the Empire Shared Collection, operated by the University of Buffalo.

Central Library

Dr. Reeves called attention to her written report, and offered to respond to any questions (Documents Book). She invited everyone to the imagineYou showcase scheduled for June 20 at 3:30 p.m. in Kate Gleason Auditorium. She added that work was underway to develop a space at the Central Library for young people to display hand-crafted art pieces. Dr. Reeves further reported that the Teen Book Festival held recently at Nazareth College had been extremely popular, with a great deal of positive feedback received from attendees. She also noted that Raising A Reader (RAR) staff had joined in the Peace Walk with participants from Cameron Ministries, one of the RAR sites. She added that during the walk, they

had stopped by the Lyell Branch Library, where the site supervisor offered bottled water to participants, and artwork from RAR sessions was on display outside the library building.

In response to an inquiry from Dr. Knapp regarding the recent inclusion of reference questions received via letter, Ms. Harrison offered to check with Ms. Snow for clarification, and provide further information at the next meeting.

Town Libraries

Ms. Gilbert called attention to her written report, noting that town library staff members were extremely busy with preparations for the annual Summer Reading Program; Fairport Public Library’s program begins tomorrow!

Other Business

Mr. Wolf briefly reviewed the MCLS Committee Roster, and thanked trustees for having signed up for various assignments at today’s meeting. He added that he would be in touch over the summer to fill in some remaining vacancies, noting that the next meeting is scheduled for August 21, 2017.

Adjournment

The meeting was adjourned by consensus at 1:00 p.m.

Respectfully submitted,

Brie Harrison for Patricia Uttaro, Secretary