

**Mendon Public Library Board of Trustees Meeting**  
**Mendon Public Library**  
**Date June 25, 2017**  
**7:00 p.m.**

**Approved**

**Present:** Molly Ortiz-Brazak, Anne-Marie Gordon, Craig Moscicki, Bruce Peckham, Cristina Romig

**Excused:** Alicia Cromwell, Larry Young

**Others present:** Laurie Guenther (Director), Lisa Arnold (Recording Secretary)

Molly Ortiz-Brazak called the meeting to order at 7:06 p.m.

**Public Comment:** No public comment.

**Town Report:** No report.

**Guest Speaker:** Kelly Paganelli (MPL Children’s Librarian) Kelly presented evidence from several sources about the importance libraries play in the lives of babies and younger children. For libraries to serve children best there is a need to have creative spaces in libraries that are dedicated to babies and younger children. She cited the need for softer edges, kid-sized shelves, toys that children can engage in, colorful spaces, and more. She also shared details on how to make Tween and Teen spaces more appealing and productive. Photos of children’s, tween, and teen spaces at area libraries, including Rochester, Fairport, Irondequoit, and Gates, were also included in her presentation. It was noted this is one area the Mendon Public Library has been lacking for several years.

The Board would like to see Kelly make the presentation to the Town Board. Molly will contact John Moffitt to ask to be put on the agenda.

**Trustee Communications:** None.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees’ June 5, 2017 minutes.

**President’s Report:** (Molly Ortiz-Brazak) Molly presented the letter she received from John Moffitt. This will be addressed under new business later in the meeting.

**Treasurer’s Report:** (Craig Moscicki)

The vouchers were reviewed.

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2017-06-B-95 through 2017-06- B-108 in the amount of \$2,697.95.

It was MOVED, SECONDED, and CARRIED to approve the following motion:

To approve check #346, in the amount of \$50.00 to *Sharon Rosenblum* for the “Gardening 101: Tips for Growing Veggies,” to be taken from the M&T Summer Reading Grant account.

To accept the enclosed list of misdirected donation checks for a total of \$150.00, to be deposited in the Unrestricted Funds account.

6/9/2017		Deposit		\$ 150.00
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Check #				
3089	High 5! Donation - MISDIRECTED	BOT Checking Account	\$	25.00
1140	High 5! Donation - MISDIRECTED	BOT Checking Account	\$	25.00
1004	High 5! Donation - MISDIRECTED	BOT Checking Account	\$	25.00
64504	High 5! Donation - MISDIRECTED	BOT Checking Account	\$	25.00
594	High 5! Donation - MISDIRECTED	BOT Checking Account	\$	50.00

To approve check #345, in the amount of \$150.00 to *The Friends of Mendon Public Library* for misdirected donations, to be taken from the Unrestricted Funds account.

To accept the enclosed list of misdirected donation checks for a total of \$940.00, to be deposited in the Unrestricted Funds account.

06/12/2017	Check #	Deposit		485.00
	1305	High 5! Donation - MISDIRECTED	BOT Checking Account	200.00
	149	High 5! Donation - MISDIRECTED	BOT Checking Account	55.00
	2782	High 5! Donation - MISDIRECTED	BOT Checking Account	100.00
	6286	High 5! Donation - MISDIRECTED	BOT Checking Account	50.00
	4923	High 5! Donation - MISDIRECTED	BOT Checking Account	55.00
	1937	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
06/19/2017		Deposit		255.00
	14477	High 5! Donation - MISDIRECTED	BOT Checking Account	50.00
	3219	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
	6109	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
	4680	High 5! Donation - MISDIRECTED	BOT Checking Account	5.00
	5244	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
	...7890	High 5! Donation - MISDIRECTED	BOT Checking Account	125.00
06/22/2017		Deposit		150.00
	8346	High 5! Donation - MISDIRECTED	BOT Checking Account	100.00
	2639	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
	889	High 5! Donation - MISDIRECTED	BOT Checking Account	25.00
06/21/2017		Deposit		50.00
	370	High 5! Donation - MISDIRECTED	BOT Checking Account	50.00

To approve check #347, in the amount of \$940.00 to The Friends of Mendon Public Library for misdirected donations, to be taken from the Unrestricted Funds account.

Craig reported the following balances on the Board of Trustee accounts:

Account Balances	Date Ending	Balance
Mendon Public Library – M & T Checking Account	5/31/2017	46274.86
Eunice Dehmler Frank Fund – M & T Savings Account	5/31/2017	2657.92

**Corresponding Secretary Report:** (Anne-Marie Gordon) Nothing to report.

**Director's Report:** (Laurie Guenther)

The Director's Report was distributed for review with the following highlights:

Skyport is working with us to obtain Wi-Fi statistics. The solution should be under \$200.

Library traffic has been very high during the early summer. There are typically 30 people in the building at a time. People have been lined up at the door every day this week waiting for the library to open.

Summer Reading began June 22. Fantastic programs are planned.

The Library employees have asked the Town to notify the library when testing and work is going on for the convenience of our patrons via notices on the door.

Branding work is continuing. Touch points continue to be gathered.

The live-feed for the video conferencing equipment has been very successful and has garnered quite a bit of attention. A favorite is the osprey hatching.

Per the discussion at the last meeting, Laurie has checked with the MCLS office. They confirmed that the construction project must begin by December 1 or we will forfeit our grant, and future grants will be in jeopardy from the State. Beginning is actual construction, not going out to bid, etc. They stressed that Funke's office has an interest in seeing this project complete, especially in this election year. Although the Town is the lead agency for the SAMS grant, the funding was awarded to the library and must be used for allowable projects within the library.

Laurie has been notified by Senator Funke's office that we are eligible to receive bullet aid this year. Bullet aid is typically awarded in the fall. We have not received notification of the official amount yet. Other libraries received less than last year.

Laurie will be on vacation for the next three weeks. Kelly will be in charge during Laurie's absence.

#### **OLD BUSINESS**

Children's Area Construction: Bruce reported he contacted John Moffitt. No additional progress on the construction project has been made. The Town is waiting for numbers and plans from the engineer.

The next BOT meeting will be held on Wednesday, July 19, at 6 p.m. to approve vouchers. Monday, Aug., 21, and Monday, Sept. 11, meetings were also scheduled for 7 p.m.

#### **NEW BUSINESS**

The BOT President distributed a copy of a letter sent to each BOT member by John D. Moffitt, Mendon Town Board Supervisor.

The BOT plans to pen a letter in response to each of the concerns raised by the Town. The letter will express the BOT's understanding of the need to routinely inspect the library, but the library will continue to ask for advanced notification when the alarms are to be tested so that patrons can be warned in case a young child or special-needs child should not be in the building during the testing. The BOT understands that the Town is in charge of construction projects, and it (BOT) looks forward to helping move the current construction project forward in any way it can, citing the Dec. 1, 2017, deadline of the current project to meet the \$91,108 awarded in grants for this project. The BOT is aware of the Director's work schedule. And, finally, the Friends of the Mendon Library purchased a commercial P.O. Box. The Friends noted they are the only Friends' group in the area to have one.

Anne-Marie and Cristina will draft a proposed response which will be sent electronically for Board members to comment on and approve.

Bruce mentioned he had a template of Board funds that he would like to present at some point.

**Adjourned at 8:54pm**