

Mendon Public Library Board of Trustees Meeting
March 7, 2022, 7:00 p.m.

Approved

Present: Alison Zero Jones (President), Tim Boldt, Tom Ochsenhirt, Alicia Zysman-Cromwell

Excused: Nipa Armbruster, Tom Dooley, Cristina Romig

Others present: Lyla Grills (Director), John Moffitt (Town Supervisor), Cynthia Carroll (Town Board), Emily Brincka (Recording Secretary), Deb Donahoe (Staff)

Meeting was called to order at 7:05 p.m. by Alison Zero Jones.

Public Comment: None.

Town Report: (Cynthia Carroll)

- The Town discussed re-opening the Youth Center
- The Town approved the Real Property tax exemption for Firefighters and Ambulance Personnel.

Approval of Minutes:

It was MOVED, SECONDED, and CARRIED to approve the minutes from the February 7, 2022 Mendon Public Library Board of Trustees Meeting.

President Report: (Alison Zero-Jones)

Alison commented on how many programs are now happening at the library and how something for every age range has been made available (though it was sad to see the milk jug igloo go.)

John was open to sharing social media posts back forth between library and town Facebook pages. It was noted that a Facebook “event” category is more shareable than standard posts.

Lyla Grills mentioned that our survey responses showed that e-mail is the preferred method to be contacted about library activities.

Alison reported that the call from Sally Snow (retired Associate Director of MCLS) was very helpful.

Treasurer’s Report: (Alicia Zysman-Cromwell)

The Financial Report of the MPL Board of Trustees was distributed for the March 7, 2022 meeting. The Library’s account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustees account balances, deposits, and payments.

It was MOVED, SECONDED, and CARRIED to approve the March 7, 2022, Financial Report for the Mendon Public Library Board of Trustees, which included approval of vouchers 2022-03-22 through 2022-03-36 for a total amount of \$3,859.03.

It was MOVED, SECONDED, and CARRIED to approve the deposits of \$571.20 that constituted fees and fines collected at the library and MPL portion of online fines collected via MCLS's website.

The balances for the BOT accounts were reviewed.

Alicia is working with Chris at M&T Bank to determine if the Board can get an account at M&T Bank for credit card usage that would be fee-free. If not, the Board will revisit accepting credit card payments.

Corresponding Secretary: (Nipa Armbruster) – Nothing to report. Nipa out sick.

Guest Staff Members:

Deb Donahoe: Deb joined the library 4 years ago. She quickly became well versed in all clerical functions and processing tasks. She has re-kindled the Knit Nook and Sit-N-Stich programs since COVID restrictions have lightened. Deb and her husband and children live in Honeoye Falls. She previously worked for the NYS Department of Transportation.

Emily Brincka: Emily joined the library 12 years ago, when the address was still at 15 Monroe Street. Initially, she assisted with the Capital Campaign for the 22 N. Main Street building, as well as clerical and bookkeeping functions. Emily evaluated website providers during COVID. More recently, she joined the Publicity team by taking on website updates and has helped evaluate office equipment upgrades.

Director's Report: (Lyla Grills)

Lyla presented her report. Among the topics discussed were:

- The phones will be getting changed over to Frontier this month.
- The library received a generous in-kind donation of a new Philips digital display screen/ TV for the larger reading room from Functional Communications Corporation.
- More cross-training is occurring with the staff.
- The transition to “masks optional” has gone smoothly, and we are getting more visitors in the library.
- The issues of book banning and censorship are increasing nationwide. The state and country library systems have made staff resources available regarding how to handle a book challenge.
- There have been a number of new requests to hold meetings in the library. Lyla will look into improving the process for reserving rooms/space for meetings.
- The Annual Report to the community is complete and ready for distribution following this Board meeting.

- The State Report has also been completed.
- Our new Xerox copier was installed.
- Federal and State tax forms arrived and were made available for pick up in the vestibule.
- COVID test kits were received and made available to any patron upon request.
- Lyla showed 6 Afghan families and their guides around the library. She introduced them to the LOTE (Languages Other Than English) section of the county library system web site which features ebooks in over 40 languages.
- A good selection of new programs are scheduled for March, April and May. Including author Justin Murphy. We continue to be grateful to the programming support given by the Friends of MPL. The Friends will have a plant sale fundraiser the end of April.

OLD BUSINESS

Telecom Changes:

Previously discussed.

NEW BUSINESS

Approval of Annual Report to the State

Previously discussed.

Approval of Annual Report to the Community

Previously discussed.

Summary of the Causewave Survey Results

Lyla presented the survey results and highlighted the notable findings.

Next steps include:

- Thank the public for taking the survey.
- Mention at appropriate programs that it was scheduled as a result of survey feedback.
- Integrate survey ideas that need more time or resources into the library's long range strategic plan.

Meeting adjourned at 8:15pm.