

Mendon Public Library Board of Trustees
Regular Meeting
Monday May 1, 2023, 7:00 p.m.
Mendon Public Library

Approved

Present: Nipa Armbruster, Katie Corey, Tom Dooley, Alison Zero Jones (arrived at 7:40pm) , Mary McCabe, Tom Ochsenhirt, Alicia Zysman-Cromwell

Excused:

Others present: Lyla Grills (Director), Cynthia Carroll (Town Board), Lisa Reniff (Recording Secretary), Danny Bassette

Meeting was called to order at 7:02pm by Tom Ochsenhirt.

Public Comment: None

Town Report: (Cynthia Carroll)

Much of the Town's focus from the past month has been the possible new local laws and revision of the town code regarding short term rentals and Bed and Breakfasts. The Town hosted a public meeting on April 24th to gather public comment of which as evenly divided. The town is considering another public meeting. The moratorium ends in August and new laws must be established at that time.

Approval of Minutes: (Tom Ochsenhirt)

Motion was made to approve the minutes from the April 3, 2023, Mendon Public Library Board of Trustees Meeting.

Motion: Tom Ochsenhirt Second: Tom Dooley Unanimously Approved

President Report: (Lyla Grills for Alison Zero Jones)

Katie was welcomed as a new Trustee and introductions were made of those present.

Alison send emails to all trustee candidates, thanking them for offering their time.

Treasurer's Report: (Alicia Zysman-Cromwell)

The Financial Report of the MPL Board of Trustees was distributed for the April 3, 2023 meeting. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments.

Motion was made to approve vouchers 2023-05-57 through 2023-05-68 in the total amount of \$5,716.41.

Motion: Alicia Zysman-Cromwell Second: Tom Ochsenhirt Unanimously Approved

Motion was made to approve deposits to the MPL Account from fines and copies, and the FFPRL Grant totaling \$3,684.72.

Motion: Alicia Zysman-Cromwell Second: Tom Ochsenhirt Unanimously Approved

Motion was made to approve deposits to the BOT Account from M&T Summer Reading Program Grant, personal donation and The Hallowell Fund totaling \$2,010.00.

Motion: Alicia Zysman-Cromwell Second: Tom Dooley Unanimously Approved

Motion was made to approve check #468 from the BOT Account for SRP prizes reimbursement to Kelly Paganellie for \$360.89.

Motion: Alicia Zysman-Cromwell Second: Tom Ochsenhirt Unanimously Approved

The Eunice Frank Savings Account dissolution was discussed and the folder of the funds creation was found. Mary will review the contents to see if there is any information to be gained from the contents and report back next meeting.

The posted Abstract and Financial Report for this meeting have been updated since posting on the website on Friday.

Corresponding Secretary: (Nipa Armbruster)

Nothing new to report as Corresponding Secretary.

Nipa will be going into the schools to inform the students about the Library's Summer Reading Programs.

Long Range Plan Committee Report: (Tom Dooley)

The progress of various aspects in the timeline was reviewed with the responsible parties. Lyla has been working with MCLS to advertise their program to provide services to seniors as well as bring in some Alzheimer's kits to patrons from MCLS. Also, to meet the objective to establish outreach to high density events a red canopy and 2 laptops were purchased. Tom has created a working group to look into a foundation and will be attending a friends meeting to coordinate with them.

Policies Committee Report: (Tom Ochsenhirt & Lyla Grills)

The Policies Committee discussed and updated a number of policies to review and vote on tonight .

Alison Zero Jones arrived at 7:40pm.

Finance Committee Report: (Alicia Zysman-Cromwell)

The Finance Committee will meet June 13th at 7pm to review 2024 budgeting priorities.

Director's Report: (Lyla Grills)

The Library Director's Report for April was distributed and reviewed. The following items were discussed:

- The March statistics were reviewed
- A new Friends Wish List was distributed which listed a booth for more seating, children's toys and book club discussion kit bags.
- The Friends are also having their flower sale pick up date on May 6th and will be sending out their annual appeal letter.

- Outreach activities are gearing up and include the Mendon Carnival Parade and Festival at the Falls. A red canopy was purchased and volunteers to march or staff the tent are being solicited .
- Staff Training Day is the morning of May 18th. Items include training for Hazardous Materials Communication & Bloodborne Pathogens and information on this year's Summer Reading Program.
- National Library Week was kicked off with the Faux Stained Glass opening with music and cake. The Town also approved the NLW resolution.
- MPL hosted the April Directors Council. Additional MCLS services and auto renewal of items were topics of discussion.
- The town has painted our sign and fixed our book drop.
- Assembly member Jen Lunsford is visiting MPL on May 11th .
- The incoming NYLA President had a tour and working lunch at MPL on April 20th.
- A discussion on conflicts with the June 5th meeting.

Motion was made to alter the start time from 7pm to 6pm for the June 5th regular meeting of the MPL BOT.

Motion: Alison Zero Jones Second: Tom Dooley Unanimously Approved

- Kelly planned added activities for school age children over break week, including a bike safety program, "There's More to the Story" art program and a large chess board.
- Two classes of Creekside Nursery School visited for a tour of the Library.
- Two of our teen volunteers, Sophie and Ethan, were on honored by the Monroe County Legislature and County Legislator Rick Milne and "Youth Citizens of the Year".
- Two large adult programs, a cello/harp concert and Shipwrecks of Lake Ontario were held. Also Friday Movies, Monday Meditation and Tech Training Sessions were held.

OLD BUSINESS

ByLaws of the MPL: (Lyla Grills)

The ByLaws of the MPL were distributed with no changes suggested by the policy committee.

Motion was made to approve the ByLaws of the Mendon Public Library as amended by adding a 'the' to section 1.2.

Motion: Alison Zero Jones Second: Tom Dooley Unanimously Approved

FAX Policy: (Lyla Grills)

The Public FAX Policy was distributed with slight changes to the pricing and text. FAXing will now be \$1.00 for the first page and \$0.20 for each additional with no added charge for international FAXs.

Motion was made to approve the FAX Policy of the Mendon Public Library revision as drafted.

Motion: Alison Zero Jones Second: Tom Dooley Unanimously Approved

Citizen Participation Policy: (Lyla Grills)

The Citizen Participation in the Library Board of Trustees Meeting Policy draft revision was distributed for the Trustee. It was felt that it was good to review since there are more book challenges happening. The policy committee suggested adding having them state their address as well as their names and any organization they represent.

Motion was made to approve the Citizen Participation in the Library Board of Trustees Meeting Policy of the Mendon Public Library revision as drafted.

Motion: Alison Zero Jones Second: Alicia Zysman-Cromwell Unanimously
Approved

NEW BUSINESS

Tutoring Policy: (Lyla Grills)

The present Tutoring Policy was distributed and discussed. The policy committee will give recommended revisions at the next meeting and welcome any comments.

Study Room Policy: (Lyla Grills)

The present Study Room Policy was distributed and discussed. The policy committee will give recommended revisions at the next meeting and welcome any comments.

Public Comment: none

Adjourn:

Motion was made to adjourn Regular Meeting of the MPL Board of Trustees.

Motion: Alison Zero Jones Second: Nipa Armbruster Unanimously Approved

Regular Meeting adjourned at 8:34pm.