

Mendon Public Library Board of Trustees
Regular Meeting
Monday June 5, 2023, 6:00 p.m.
Mendon Public Library

Approved

Present: Nipa Armbruster, Katie Corey, Tom Dooley, Alison Zero Jones, Mary McCabe, Alicia Zysman-Cromwell

Excused:

Others present: Lyla Grills (Director), Lisa Reniff (Recording Secretary)

Meeting was called to order at 6:00pm by Alison Zero Jones.

Public Comment: None

Approval of Minutes: (Alison Zero Jones)

Motion was made to approve the minutes from the May 1, 2023, Mendon Public Library Board of Trustees Meeting.

Motion: Tom Ochsenhirt Second: Tom Dooley Unanimously Approved

President Report: (Alison Zero Jones)

Thanks to everyone for participating in the Mendon Carnival Parade.

The Policy Committee met since the last meeting and will put forth some new policies for the Board to review and approve.

The Long-Range Plan met regarding the foundation, however not many members could come due to an miscommunication.

Treasurer's Report: (Alicia Zysman-Cromwell)

The Financial Report of the MPL Board of Trustees was distributed for the June 5, 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 the transfer of funds of \$150.00 from Tech Services (L7410.210) to Building Repair (L7410.460).

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

Motion was made to approve vouchers 2023-06-69 through 2023-06-93 in total amount of \$18,371.34.

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

Motion was made to approve deposits to the MPL Account from fines and copies totaling \$646.50.

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

Motion was made to approve check #469 from the BOT Account for MCLS Director's Meeting hospitality to Honeoye Falls Marketplace for \$101.50.

Motion: Alicia Zysman-Cromwell Second: Nipa Armbruster Unanimously Approved

The Financial Committee will be meeting on June 15th at 7:00pm. It was suggested that the budget include a plan to pay for computer hardware that will be needed in 3-4 years. Also, an increase in a salary line was needed to do more programs and outreach beyond what we are doing now. Fine free for everyone continues to be a movement in libraries in the area and something we may need to consider. Extending summer Saturday hours to the same time as during the year is also desired.

Corresponding Secretary: (Nipa Armbruster)

Thank you letters were sent to the Howell Fund and a patron for their donations.

Nipa went with Kelly to Cougar Creations to inform families of the Library's Summer Reading Programs.

Long Range Plan Committee Report: (Tom Dooley)

Tom visited the Friends Meeting to discuss forming the Foundation.

A meeting time will be set up at the end of the meeting tonight.

Director's Report: (Lyla Grills)

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

- Appreciation was given to those who walked in the Mendon Carnival Parade and tabling at Cougar Creations
- The new laptops will be very useful to check out books at Festival at the Falls, Composting Fair and Pinehurst. The library will be visiting Pinehurst every other month show some books.
- The Friends received a large donation from the May K Houck Foundation and purchased toys for the children's room with the funds. They included a high-quality wooden kitchen and dollhouse.
- The staff training half day was on May 18. John Donaghue, a volunteer from HFM Volunteer Ambulance presented a Bloodborne Pathogens and Hazardous Communication Training. Next training a workshop from the Gandhi Institute will be presented titled Cultural Humility.
- A grant for teen seating and activities may come from the state.

OLD BUSINESS

Tutoring Policy: (Lyla Grills)

The draft Tutoring Policy was distributed and discussed.

Motion was made to approve the Mendon Public Library Tutoring Policy.

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

Study Room Policy: (Lyla Grills)

The present Study Room Policy was distributed and discussed.

Motion was made to approve the Mendon Public Library Study Room Policy.

Motion: Alison Zero Jones

Second: Alicia Zysman-Cromwell

Unanimously Approved

NEW BUSINESS

Laptop Policy: (Lyla Grills)

The present Laptop Policy was distributed and discussed.

Motion was made to approve Mendon Public Library Laptop Policy with the amendment of replacing \$550 to the full replacement value and removing the year from Microsoft Office.

Motion: Alison Zero Jones

Second: Alicia Zysman-Cromwell

Unanimously Approved

Public Comment: none

Regular Meeting adjourned at 6:45pm.