

Mendon Public Library Board of Trustees
Regular Meeting
Monday March 4, 2024, 7:00 p.m.
Mendon Public Library

Unapproved

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

Excused: None

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

Meeting was called to order at 7:02pm by Mary McCabe.

Public Comment: None

Town Report: (Cynthia Carroll)

- The Highway Department is making use of the warm weather to cut down dead ash trees.
- Brush pickup will start in April.
- Add-on Kennel will take strays found in the town of Mendon.
- MRB Engineering discussed the proposed new sidewalks in the hamlet of Mendon. The sidewalks will be done one section at a time.

Approval of Minutes: (Mary McCabe)

Motion was made to approve the minutes from the Feb 5, 2024, Mendon Public Library Board of Trustees Meeting with amendments for clarity of the tabled transfer of 2023 budget lines and other clerical errors.

Motion: Mary McCabe Second: Tom Dooley Unanimously Approved

President Report: (Mary McCabe)

The tabled motion on the transfer of 2023 funds does not need to be voted on by the Board of Trustees. The books were closed on 2023 by the Town and the library budget was in balance. It was felt by the town that it was better to transfer the money from the operating budget lines rather than the unexpended fund balance.

Five trustees participated in the live streamed training, Undaunted and Unprovoked. It was a very good training that brought up current issues of book challenges. Lyla explained the staff had been instructed on the policy of book challenges and to approach anyone that wants to provoke as boring as possible. As a last resort they can call 911. It was suggested that the staff do role playing in a staff training meeting to improve comfort level.

Treasurer's Report: (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the March 4, 2024 regular meeting. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments.

It was noted that the cash register deposit is much lower per week but accounts for 40% of the budget at this point in the year. The higher amount is due to 6 month online fines payment from half of 2023 and the cash register deposits from December 2023 are included in this year's income line.

Motion was made to approve The Financial Report of the MPL for March 4, 2024

Motion: Alison Zero Jones

Second: Alicia Zysman-Cromwell

Unanimously Approved

Corresponding Secretary: (Katie Corey)

Thank you notes were sent to two donors.

Finance Committee: (Alison Zero Jones)

Nothing to report.

Policies Committee: (Lyla Grills)

Librarian Trainee had previously rewritten a volunteer application that was greatly out of date. We do not currently have a volunteer policy and felt one needed to be written. The main objective is to have volunteers adhere to the confidentiality of the patron information. There is no provocation for creating this policy other than being proactive.

Since it came to the BOT meeting before approval in the policy committee it was felt that it should be discussed and approved within the committee first. Approval of the MPL Volunteer Policy was tabled until next month.

A review of another policy will be addressed at the policy meeting as well.

Long Range Plan Committee: (Tom Dooley)

Nothing to report.

Foundation Formation Committee: (Tom Dooley)

There were some issues found with using Google Forms for the survey so the committee will find a solution to the problem before sending it out.

Director's Report: (Lyla Grills)

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

- Kelly planned many programs for the Library especially over February Break. They included an author talks, story times, LEGO club, Firefly Friends, Longhouse Talk, Fish Painting and Bingo.
- The Library is giving out eclipse glasses to its patrons. Currently we have given out about 1200 out of 2000.
- Scottsville Library removed the Mendon Book Drop from Medon Meadows for use at their Mumford branch.
- The Friends of the MPL are having their flower sale in time for Mother's Day. They are also giving away a children's book for Read Across America Day.
- Talked to Mayor of Honeoye Falls, Rick Milne. The Village had cut down some trees and cleaned up inside of the old Critics Dinner. They are preparing to sell the property. They are planning to keep the area toward north of the diner as a parking and a grassy area and perhaps share parking with new owner.
- A long time clerk, Alice Sargent, is resigning and a new clerk will need to be hired.

Motion was made to accept the resignation of affective March 31, 2024 of Alice Sargent.

Motion: Mary McCabe Second: Alicia Zysman-Cromwell Unanimously Approved

Rush Library sustained water damage to all the children's, YA and DVD collection and the meeting room. The staff would like to show support from our library.

Motion was made to approve up to \$40 to purchase a gift to the Rush Public Library.

Motion: Mary McCabe Second: Tom Ochsenhirt Unanimously Approved

A better sign was discussed. The village sign ordinance will be investigated. It was felt that a sign should be lit with the address and represent the image of the library. Lyla will look into construction grants this fall that may cover part of the cost.

OLD BUSINESS

Grant-in-Aid Project: (Lyla Grills)

Lyla and Kelly visited a furniture representative and viewed the seating possibilities. A neon sign for the window is being considered.

New York State Libraries Annual Report: (Lyla Grills)

The final version of the NYS Annual Report was distributed via email.

Motion was made to approve the 2023 NYS Annual Report.

Motion: Mary McCabe Second: Alicia Zysman-Cromwell Unanimously Approved

NEW BUSINESS

2023 MPL Year in Review Report to the Community: (Lyla Grills)

The 2023 MPL Year in Review Report to the Community was distributed and reviewed.

Auto Renewal of Library Materials: (Lyla Grills)

The Directors Council will be voting this week on turning on auto renewal in CARL for physical items.

Public Comment:

The Town is exempt from zoning laws. Danny Bassette

Regular Meeting adjourned at 8:30pm.