

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

Approved

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

Excused: Tom Dooley

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

Meeting was called to order at 7:01pm by Mary McCabe.

Public Comment: None

Town Report: None

Approval of Minutes: (Tom Ochsenhirt)

Motion was made to approve the minutes from the August 26, 2024, Mendon Public Library Board of Trustees Meeting as presented.

Motion: Alicia Zysman-Cromwell

Second: Nipa Armbruster

Unanimously Approved

President's Report: (Mary McCabe)

The village property adjacent to the library which is for sale was briefly discussed. A letter to the mayor and village trustees, approved by all trustees and the library director, was emailed in late August stating the board's position on this matter. No recent developments with the sale or plan for the property have been reported.

Treasurer's Report: (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the October 7, 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.

A couple of transfers were requested that allowed cleaning of the chairs and an issue with the petty cash reimbursement.

These were many vouchers this month and none that were unexpected. Large vouchers included the last semester of the program that Lyla has been attending. Carpet and furniture cleaning was also a larger expense. There were large vouchers for materials purchased, such as adult, children's and digital books.

Motion was made to accept the Financial Report of the MPL Board of Trustees for the October 7, 2024 regular meeting.

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

Corresponding Secretary: (Katie Corey)

Nothing to report, except that the aforementioned letter to the village trustees was written, approved, and sent.

COMMITTEE REPORTS

Finance Committee: (Alison Zero Jones)

The Town approved and published the tentative budget which had the MPL budget committee had proposed and no monies are taken from the unexpended fund balance to fund the budget. There will be a public hearing regarding the budget before approval by the Town Board.

Policies Committee: (Tom Ochsenhirt)

The Policy Committee has not met this month and has nothing to report.

Long Range Plan Committee: (Lyla Grills for Tom Dooley)

The Long Range Plan Committee & Foundation Formation Committee has not meet this month and has nothing to report.

In regards to the Foundation, Lyla had recently sent a video to Foundation Exploration board members which explained the Community Endowment Funds through the Rochester Area Community Foundation. It was felt that this discussion should happen with Tom Dooley in attendance.

Director's Report: (Lyla Grills)

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

- Lyla's last class for her Public Library Administrator's certificate program is this semester. She also attended a meet and greet with the new Lima Library Director.
- The carpet, tile floor and 24 chairs were cleaned in September.
- We canceled our current hotspot service due to difficulty retaining the items and staff time to maintain the 5 units.
- The National Friends of Libraries Week is October 20-26. The Board will send out a letter thanking outgoing president Nancy Holtby and welcoming new president Mary Church.
- The MPL Staff Training Day is planned for November 14 with a tour at Central Library.
- We have started story time with Miss Lori one Saturday a month. We have also started a bilingual story time on Friday with Miss Rosa, a volunteer and former RSCD teacher. Miss Lisa has an ongoing LEGO Club one afternoon a month.
- The children's books were shifted and BOCDs moved to allow for growth in the J comics and J series sections.

OLD BUSINESS

AV Upgrades: (Lyla Grills)

A third quote from Langie came in higher than DAVE and they do not do shades. DAVE is the top choice the new TV is lower price and they put up shades.

Motion was made to approve spending up to \$6,000 from the Teen Corner Grant for the purchase of Jacobs Reading Room AV upgrade from DAVE Electronics as outlined in the quote.

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

NEW BUSINESS

MCLS 2025-27 DOU: (Lyla Grills)

The Document of Understanding Between Monroe County Library System and Member Libraries, January 1 2025 through December 31, 2027, was distributed. Nothing major changed from the previous version. President Mary McCabe signed that the Board of Trustees approved the document.

Motion was made to approve MCLS Document of Understanding, January 1, 2025 - December 31, 2027.

Motion: Alicia Zysman-Cromwell Unanimously Approved

MPL Personnel: (Lyla Grills)

Michelle Ferrigno, Part-Time Clerk turned in her resignation. A clerk opening back in April had attracted numerous qualified candidates, so there was no need to open a new search. Susan Thering was hired as a part-time clerk starting October 9th at \$16.00 per hour.

Motion was made to approve the hiring of part time clerk Susan Thering at the hourly rate of \$16.00 per hour.

Motion: Mary McCabe Second: Alison Zero Jones Unanimously Approved

Motion was made to accept the resignation of Michelle Ferrigno on September 30th.

Motion: Mary McCabe Second: Alison Zero Jones Unanimously Approved

Board Terms: (Lyla Grills)

Mary McCabe and Katie Corey's terms are expiring the end of 2024. The Town Clerk did email Mary regarding extending her term. Katie did not receive this email. Both Trustees intend to extend their terms.

Public Comment: No comment

Regular Meeting adjourned at 8:20pm.