

**Mendon Public Library Board of Trustees
Regular Meeting
Monday March 3, 2025, 7:00 p.m.
Mendon Public Library**

Unapproved

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

Excused: None

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

Meeting was called to order at 7:03pm by Mary McCabe.

Public Comment: None

Town Report:

The portion of Stoney Lonesome Road east of Clover Street will be closed permanently in the spring and will be made into a cul-de-sac with entry from Quaker Meeting House Road due to many accidents at that intersection. The portion of Stoney Lonesome Road west of Clover Street will not be affected.

Approval of Minutes: (Mary McCabe)

Motion was made to approve the minutes from the February 3, 2025, Mendon Public Library Board of Trustees Meeting.

Motion: Tom Dooley

Second: Alison Zero Jones

Unanimously Approved

President Report: (Mary McCabe)

Nothing to report.

Treasurer's Report: (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the March 3, 2025 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.

The Financial Report contained motions to approve the RRLC 2025 Intern for \$3,300 and a correction with the MPL budget line for a budget transfer.

Motion was made to accept the Financial Report of the MPL Board of Trustees for the February 3, 2025 regular meeting as presented.

Motion: Alison Zero Jones

Second: Mary McCabe

Unanimously Approved

It was determined by the BOT that Lyla would receive a 4% increase for 2025 which is above the 3.3% COLA that was previously approved in the budget. Lyla will send an email to Michelle Booth to increase her salary. It was felt that the budget transfer could take place later in the year.

Motion was made to confirm Lyla Grills total compensation for 2025 should be \$78,000 which includes a 3.3% raise previously included and a 0.7% increase reflective of her performance review.

Motion: Mary McCabe

Second: Alison Zero Jones

Unanimously Approved

Corresponding Secretary: (Katie Corey)

Nothing to report.

COMMITTEE REPORTS

Finance Committee: (Alison Zero Jones)

No meeting was held or planned.

Policies Committee: (Tom Ochsenhirt)

Motion was made to accept the MPL Policy and Procedure for Immigration and Customs Enforcement Visits to the Library.

Motion: Mary McCabe

Second: Tom Dooley

Unanimously Approved

The Policies Committee will consider changing the policy to make it more general for all law enforcement.

The Collection Management Policy is in discussion within the committee. MPL has a strong policy that we might not need to change. It outlines how we choose books and how we remove books from the collection. The form that we have for reevaluation of material was felt that need to be updated by adding more questions.

Long Range Plan Committee: (Tom Dooley)

A meeting was not held due to personal issues. A meeting date will be set for this month to review the Long-Range plan.

The Foundation Exploratory Committee will close at the next committee meeting with the possibility of the Friends creating an endowment. Communication with the Friends regarding the fund-raising event should happen with the BOT.

There was a suggestion about adding an ad hoc committees for both the Endowment Campaign and Sustainable Library Initiative.

Director's Report: (Lyla Grills)

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

- The announcement for the RRLC Internship has gone out and will be hosting interviews shortly.
- The current Library Management System's contract will expire at the end of 2027. MCLS will be evaluating vendors/ products. It is possible this choice may increase the cost shares.

- Eco Geeks will be presenting in March.

OLD BUSINESS

NEW BUSINESS

NYS Annual Report:

Motion was made to accept the 2025 NYS Annual Report as submitted.

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

Mileage Reimbursement:

Motion was made to approve the 2025 mileage reimbursement rate of 0.70 per mile as used by the IRS.

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

Librarian 1 PT:

Motion was made to approve the promotion of Matt Filipski from Librarian Trainee to Librarian 1 PT at the pay rate of \$22.00 per hour starting March 10, 2025.

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

Public Comment:

None

Regular Meeting adjourned at 8:02pm.