

MENDON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
Monday April 6, 2026, 7:00 p.m.
Mendon Public Library

Unapproved

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

EXCUSED: None

OTHERS PRESENT: Lyla Grills (Director), Lisa Reniff (Recording Secretary), Rebecca Kreuzer (Town Liaison), Mary Church (The Friends of MPL), Danny Bassette (Public)

Meeting was called to order at 7:04pm by Alicia Zysman-Cromwell.

PUBLIC COMMENT: None

TOWN REPORT: (Rebecca Kreuzer)

- The Town is updating the policies and procedures. Lyla mentioned the older 2015 Employee Handbook that was put together by HRWorks, which is what the Library has been using. She wondered if the town had updated or if there were any plans to update this handbook. The Town does need to update some personnel policies. Lyla also asked if the Town will be working on a new disaster plan, as the library needs to develop one this year and would like to align with Town objectives.
- The Climate Smart Communities Task Force has developed an action plan. Many of the items are large in scope and will cost a lot of money. The town is going for the Bronze level. The Task Force will go for 9-11 people.
- The Community Engagement Advisory Committee is accepting letters of interest for appointment to this committee to better engage community members in the civil process.

APPROVAL OF CONSENT AGENDA: (Alicia Zysman-Cromwell)

Motion was made to approve the Consent Agenda for the March 3, 2026, Mendon Public Library Board of Trustees Regular Meeting which included the following items:

- Agenda for April 6, 2026, Mendon Public Library Board of Trustees Regular Meeting
- Minutes from the March 2, 2026, Mendon Public Library Board of Trustees Regular Meeting
- Minutes from the Long Range Plan Committee Meeting and the SLI Committee Meeting.

Motion: Alicia Zysman-Cromwell

Second: Tom Dooley

Unanimously Approved

PRESIDENT REPORT: (Alicia Zysman-Cromwell)

The Budget Committee will meet the Thursday May 14th at 5pm.

Policies Committee: (Alison Zero Jones)

Memorandum of Understanding between The Friends of the MPL and the MPL is important especially since we are venturing to the endowment arena.

The Disaster Policy needs to be created for 2027. The Monroe County disaster policy was recently posted online and the towns may draw from that the county policy.

The FOIL Policy was brought up and will be addressed at the next meeting.

The next meeting is scheduled for April 13th at 7pm.

Long Range Plan Committee: (Tom Dooley)

Discussing the focus group of a Long-Range plan with the BOT with a separate meeting. MCLS will support it with a person to facilitate it. Katie will give more information regarding the focus group training, and the BOT Handbook has a good training video for more information.

Sustainability Committee: (Tom Dooley)

MPL is at 23% based on the count of items not the complexity and are close to finishing up Section A. MPL needs to complete the energy audit and trash audit to finish this section.

DIRECTORS REPORT: (Lyla Grills)

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

- The NYS Annual Report for 2025 was delayed due to Baker & Taylor closing business operations and making their software unavailable. The new software opened up about a week ago and MPL just received information from the town. Lyla will have the NYS Annual Report for the BOT to approve at the May meeting.
- The Town is switching to new payroll processing company (Complete Payroll) that required training that Lyla attended. Lisa and Lyla met with Janet Way the new Part-Time Town Finance Officer. There are 5 NYS mandated annual trainings that staff need to complete.
- The Friends of Borgne, Haiti (Honeoye Falls' Sister City) will be visiting MPL on April 9th at 4pm. We are planning an informal open house at that time.
- Legislative Breakfast hosted by MCLS is set for April 24th at 8am at Central Library. All Trustees and Town Liaison are invited to attend.
- Spring Break at the school was last week and many library programs were planned and well attended.
- Lyla submitted a proposal to the Ralph C. Wilson Rural Libraries Grant to create a StoryWalk. Lyla was working with our Town Supervisor to approve location and possible construction work. There are six libraries in Monroe County that qualify as a rural library. They applied as a group for outdoor kits and outreach items as well.

OLD BUSINESS

None

NEW BUSINESS

Friends of Borgne, Haiti: (Lyla Grills)

Motion was made to approve an expenditure of \$50 from the BOT Checking Account for Major Johnny's visit on April 9th.

Motion: Alicia Zysman-Cromwell

Second: Mary McCabe

Unanimously Approved

Construction: (Lyla Grills)

Mayor Milne spoke with Lyla about the new Urgent Care Center that is going to be built on the old Critics Diner property. He communicated that the plans were nearly finalized and he had worked with the developer and architect so that the 10,000 sq ft building would be placed close to the southwest edge of the property so that it would not be directly in front of the library. Construction could start in July and would take approximately a year.

PUBLIC COMMENT:

Danny Bassette: The Motion to approve the consent agenda was fourth in the agenda. It should be first.

Regular Meeting adjourned at 8:24pm.