

**MINUTES  
PITTSFORD COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
DECEMBER 13, 2017**

**PRESENT**

Danielle Kress, Tracy Castleberry, Paul Seidel, Michael Labombarda, Jessica Izzo, John Stewart

**ALSO PRESENT**

Mary Gehl Doyle, Rhonda Rossman, Amanda Madigan, and six public attendees

**ABSTRACTS SIGNED**

\$ 32,684.96

Michael Labombarda called the meeting to order at 7:00 PM.

**MINUTES**

- **Danielle Kress moved to approve the October 11, 2017 meeting minutes. Jessica Izzo seconded the motion which carried.**

**TOWN LIAISON REPORT**

- Mary Gehl Doyle reported on the Spiegel Center Renovation Project. Construction crews excavating the ground for the new lobby location found an 1800s stone wall leaning against the building's foundation. The resulting work to reinforce the area was a \$ 90,000 expense to the contingency budget. Asbestos was identified prior to removing a portion of the flooring and adhesive as well as caulk surrounding windows. The additional \$ 70,000 expenditure safe removal is also funded from the contingency line which is within budget. The new elevator installation has begun and the project is ahead of schedule.

**DIRECTOR'S REPORT**

- Rhonda Rossman summarized the NYLA conference that she attended with Assistant Director Amanda Madigan and Technology Services & Reference Librarian Kate Procius. Amanda distributed a report of workshops and seminars attended.
- Rhonda reported on the Staff Training Day held October 18<sup>th</sup>.
- 798 hold cards were sold during this year's October sale.
- The door counters are accurately measuring patrons visiting the library building and study rooms are well utilized.
- **Rhonda requested a motion for \$2500 from the Foundation for Overdrive hold titles. Danielle Kress moved to approve as written and Paul Seidel seconded the motion which carried.**

## **NEW BUSINESS**

- **The Long Range Plan was reviewed. Paul Seidel moved to approve the plan as distributed, and Michael Labombarda seconded. The motion was approved.**
- **Paul Seidel moved that 2018 Trustee Officer nominations be approved as presented. Michael Labombarda seconded the motion which carried.**

## **ONGOING BUSINESS**

- Volunteer luncheon report was distributed and the event discussed. Updated procedures were presented.

On behalf of the Trustees, Library Board President Michael Labombarda expressed appreciation to Town Liaison Mary Gehl Doyle for her service to the library.

There being no objections, Michael Labombarda called for adjournment at 7:44 pm.

Respectfully submitted,  
Lori O'Connor  
Library Clerk

**OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY**