

**MINUTES
PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
MARCH 14, 2018**

PRESENT

Danielle Kress, Radhika Ramesh, Paul Seidel, Michael Labombarda, John Stewart, Tracy Castleberry

ALSO PRESENT

Matthew O'Connor, Rhonda Rossman, Daniel Waldman

PUBLIC ATTENDEES

Two Pittsford Mendon High School students attended as part of a class assignment for Participation in Government

ABSTRACTS SIGNED

\$ 11,017.96

Board President Danielle Kress called the meeting to order at 7:00 PM.

MINUTES

- **Paul Seidel moved that the February 14, 2018 minutes be approved as written. Michael Labombarda seconded the motion, which carried.**

FRIENDS SCHOOL LIAISON REPORT

- Rhonda Rossman presented the Friends report in Pam's absence.
- Spring Book Sale preparations are going well.
- The Friends are seeking volunteers to do occasional book pickups.
- At last night's Friends Board meeting the group discussed the possibility of participating in the upcoming Memorial Day Parade.

HIGH SCHOOL LIAISON REPORT

- Daniel Waldman reported that Mr. Regan set-up a meeting for Advanced Placement Chemistry students with a Saint John Fisher professor to discuss topics of interest for research.
- Sutherland and Mendon High School librarians along with Parent Teacher Student Association representatives are searching for authors interested in speaking to students this spring.
- Freshman and sophomore students at Mendon High School are researching science projects.
- Mendon High School Librarian Mr. Daggs is partnering with the Girl Up Club to create a film documentary featuring the stories of local women sharing their experiences in third world countries.
- A women's history slide show is on display for the month of March.

- Mendon High School library was open today for students to show their support of safe schools by emailing legislators in Albany. Students wrote 310 emails expressing their thoughts on curbing gun violence and addressing school safety and mental health issues.

TOWN LIAISON REPORT

- Matthew O'Connor reported that over a hundred healthy cuttings were salvaged from the landmark copper beech tree at 14 State Street. Due to disease, the tree will be removed sometime in the next 6 – 8 weeks following a ceremony memorializing the historic tree.
- The injunction against the New York State Power Authority and the Canal Corporation was successful. The organizations are restrained from taking any steps or actions to remove vegetation from the Canal embankments pending hearing and determination of the case.
- Councilman O'Connor reported the town is looking into Community Choice Aggregation (CCA) as an option for electric power for Pittsford residents.
- The Town Assessor's office has completed the 2018 assessment update. Notices were sent to property owners whose assessments have changed. Residents were informed about contacting the Town Assessor with any questions.

DIRECTOR'S REPORT

- Rhonda Rossman reported on the first floor displays currently on loan from Central Library and Rochester Regional Library Council. The displays depict the history of the women's suffrage movement and are in place through the end of March.
- Rhonda along with Kate Prociuous, Technology Services and Reference Librarian, attended New York Library Association's Library Advocacy Day on February 28th. Thirty librarians from Monroe County Library System shared a bus to attend and voice support for funding and policies. Rhonda and Kate were able to meet with Assemblyman Joseph A. Errigo in the Legislative Office Building.
- **Rhonda presented the 2017 New York State Library Report. Radhika Ramesh moved that the report be submitted as written. Tracy Castleberry seconded the motion, which was approved.**
- The Pittsford Community Library 2017 Annual Report was distributed and discussed. The report is on the web at townofpittsford.org/home-library-aboutus-contactus.
- Door count and circulation trends were compiled for 2010-2017, and a graph distributed for discussion.
- Carpet installation for the second floor is in process. The eCommons area was completed on Friday.
- Panic buttons have been installed and staff trained in their use.

- Barring letters were sent to two patrons and details communicated to staff in case either are observed in the library.
- **Rhonda distributed drafted changes to the Patron Rules of Conduct for discussion. Tracy Castleberry moved to amend the Patron Rules of Conduct as written. Michael Labombarda seconded the motion, which carried.**

NEW BUSINESS

- John Stewart presented the Foundation report for 2017. The fund continues to perform well and long term goals are in place as planned. John discussed Trustee fiduciary responsibilities as voucher payments are reviewed monthly prior to payment approval.

Board President Danielle Kress called for adjournment at 8:50 pm without objection.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY