

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
JANUARY 9, 2019**

PRESENT

John Stewart, Michael Labombarda, Radhika Ramesh, Mary Doyle, Tracy Castleberry, Ken Knight, Paul Seidel

ALSO PRESENT

Amanda Madigan, Matthew O'Connor

ABSENT

Jessica Izzo, Pam Burch, Dan Waldman

PUBLIC ATTENDEES

Four students from Pittsford Mendon High School

ABSTRACTS SIGNED

\$ 1,294.69

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

MINUTES

- **Tracy Castleberry motioned to approve the December meeting minutes. Radhika Ramesh seconded the motion, which carried with two abstentions.**

Michael Labombarda began the meeting with a new Trustee Q & A.

TOWN LIAISON REPORT

- Matthew O'Connor reported on the Town of Pittsford's organizational board meeting held Wednesday, January 2nd.
- Town Supervisor Bill Smith will be sharing his book talk about author Jean Shepherd at the Senior Center's February 12th luncheon.
- The Town's Comprehensive Plan Public Workshop will be Monday, January 28th. Residents have received the mailing with information and details of the drafted plan are available online.

LIBRARY DIRECTOR REPORT

- Amanda Madigan thanked the Trustees for coming to the library at the end of the year for the second signing of abstracts.
- New York State Bullet Aid was included in 2018 year end spending for digital classics.
- Kate Prociuous has been promoted to Library Assistant Director. There is currently an open Librarian II position. Ken Knight inquired about current

staffing, and Amanda replied that there are 9 full-timers included in the current total of 48 staff.

- Installation of the Fisher Room technology upgrades will be soon.
- The library's technology team will be restructured this year.
- Children's room new furniture installation is planned for Thursday, January 10th.
- For the 2019 trustee organization meeting digital and print documents have been distributed.
- Sally Snow, Assistant Director of Monroe County Library System, will be scheduled to present a new trustee orientation at the February meeting.
- Library Advocacy Meetings scheduled at Rochester Regional Library Council and Pittsford Community Library are planned and provide an opportunity to connect with New York State Assembly Representatives. Trustees interested in attending can contact Amanda for more details.
- New York Library Association's Library Advocacy Day is February 27th. Kate Procius plans to attend as well as an additional staff librarian to be confirmed later.
- **A motion was requested for \$22,950 from Foundation funding.**

Volunteer Luncheon \$ 650	Programming 13,100
Overdrive 5,500	Staff Training 750
Value Line 2,950	

Ken Knight motioned for the request to be approved as written, Tracy Castleberry seconded the motion. Approved.

- **A motion was requested to approve two staff members travel and attendance at the 2019 American Library Association Annual Conference and Exhibition to be held in Washington, DC. Radhika Ramesh moved to approve the request, and Mary Doyle seconded the motion, which carried.**
- Pittsford Community Library is the location for screening of the movies for the Martin Luther King Film Discussion Series on January 15th & 17th. The series is presented in conjunction with Pittsford Celebrates Martin Luther King's Legacy.

NEW BUSINESS

- **Resolved that:**
 - 1) The Petty Cash Fund be established for 2019 in the amount of \$ 694. Custodian – Amanda Madigan;**
 - 2) The Director and Assistant Director of the library are authorized to sign payment vouchers;**
 - 3) The mileage reimbursement rate effective January 1, 2019 is 58 cents per mile.**

Committee Chairs

Volunteer Luncheon – Paul Seidel

Long Range Plan – Radhika Ramesh

Ken Knight motioned to approve the resolution. Michael

Labombarda seconded the motion, which was approved.

Board President Michael Labombarda called for meeting adjournment at 8:44 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY