

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
JUNE 9, 2021**

PRESENT

Tracy Castleberry, Paul Seidel, Radhika Ramesh, Lori Lusk, Farrah Ritter, Chris Hall, Mary Doyle

ALSO PRESENT

Amanda Madigan, Ethan Minnella

PUBLIC ATTENDEES

None

Board President Tracy Castleberry called the meeting to order at 6:05 PM.

ABSTRACTS

- **Chris Hall moved to approve the June abstract in the amount of \$14,185.92. Mary Doyle seconded and the motion carried.**

MINUTES

- **Paul Seidel motioned for approval of the May minutes. Farrah Ritter seconded the motion which was approved.**

Tracy expressed gratitude to Ethan Minnella for his service as the 2019-2021 high school liaison to the board. A card and gift was presented.

HIGH SCHOOL LIAISON REPORT

- The high school libraries are wrapping up for the year and getting ready for summer.
- Mr. Regan is prepared to complete the library inventory at Sutherland.
- Summer reading programs are planned and being promoted. We will see students visiting to borrow books.
- The 20-in-4 reading program continues. Two seniors completed the challenge by reading 20 nonfiction books in areas of personal interest during their 4 years of high school.
- MLA citation updates are being communicated to staff and students.
- Ethan thanked the board for the opportunity to serve and he enjoyed the experience very much. He looks forward to volunteering with Teen Librarian Laura Richardson during his senior year and expressed his best wishes to all.

FRIENDS LIAISON REPORT

- Amanda Madigan presented Pam's report for the Friends.

- Spending for the Friends 2020/2021 budget was \$ 36,681 and leaves a nice balance in savings for special projects.
- The Children's Book Sale is Saturday, June 12th 10 AM to 4 PM.
- A fall Mini Sale is being planned for Friday and Saturday September 24th and 25th.
- Beth Hasebe will be selecting a personalized memorial stone dedicated to Betty Schenk. It will be placed in the Reading Garden section with her plantings.
- Reminder - the next Friends meeting will be Tuesday, August 10th.

TOWN LIAISON REPORT

- Kate Bohne Munzinger wasn't available to attend. Please feel free to reach out by phone or email with any questions or topics of interest.

LIBRARY DIRECTOR REPORT

- Amanda Madigan reported that Jessica Cheng and Annie Taggart joined the Circulation Desk Staff. Recruitment for two part-time clerk positions continues.
- Web redesign for the library's pages on the Town of Pittsford website is in process and should be released soon.
- Progress Pride Flags are on display for June. The hallway entrance has a banner with the slogan 'Libraries are for Everyone' to connect with the mission and vision.
- Summer Program offerings are ready and will include some in-person activities. This year's Summer Reading theme is 'Tails & Tales'.
- Information about candidates for High School Liaison will be emailed to board trustees.
- The community survey continues through June 19th.
- A special fund available from the Friends & Foundation of Rochester Public Library was discussed.
- **Amanda Madigan presented a list of items in inventory for removal. Paul Seidel moved to approve the disposal and Lori Lusk seconded the motion. The motion carried.**
- Discussed the growing trend to eliminate fines and fees on late returned library materials.

NEW BUSINESS

- **Amanda Madigan presented the 2022 Town of Pittsford Budget proposal. Chris Hall motioned to approve the proposed budget for submission to the Town of Pittsford. Radhika Ramesh seconded the motion, which was accepted.**
- The mid-year foundation report was presented.

ONGOING BUSINESS

- **Mary Doyle motioned to approve the following Policy Committee recommendations as reviewed and/or revised:**
 - **Collection Development**
 - **Fine Forgiveness**
 - **Social Media**
- **Chris Hall seconded the motion. Motion carried.**
- **The Document of Understanding Between the Monroe County Library System and its Member Libraries January 1, 2022 – December 31, 2024 was presented. Farrah Ritter moved that Board President Tracy Castleberry be authorized as the designated signature for the document of understanding. Chris Hall seconded and the motion was approved.**

Tracy Castleberry called for the meeting to adjourn at 8:17 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY