

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
September 13, 2022**

PRESENT

Tracy Castleberry, Paul Seidel, Lori Lusk, Farrah Ritter, Mary Doyle

ALSO PRESENT

Amanda Madigan, Radhika Ramesh, Pam Burch, Vinise Bobrov, Laura Richardson, Robyn Avery

PUBLIC ATTENDEE

One member of the public attended.

Board Vice President Tracy Castleberry called the meeting to order at 6:01 PM.

ABSTRACT

- **Mary Doyle moved to approve the September abstract for \$12,533.14. Farrah Ritter seconded the motion, which carried.**

MINUTES

- **Farrah Ritter motioned for approval of the June minutes. Paul Seidel seconded the motion, which carried with one abstention.**
- **Mary Doyle motioned for approval of the July minutes. Paul Seidel seconded. With one abstention the motion was approved.**

FRIENDS LIAISON REPORT

- Pam Burch reported that the next book sale is scheduled for September 15–17.
- The monarch butterfly memorial event in honor of Betty Schenk was well attended and the lecture well delivered.
- The Friends are troubleshooting glitches with their online registration process.

HIGH SCHOOL LIAISON REPORT

- Amanda Madigan shared Mary Devine's report.
- Students are back in-person full time with extracurricular activities resuming.
- The library is expanding hours in September to allow students access during study hall periods.
- The library distributed laptops to freshman and sophomores before the start of school. Laptops will be returned in June.

LIBRARY DIRECTOR REPORT

- Amanda Madigan thanked the board for their prompt response and email approval August 10, 2022 for proving the abstract in the amount of \$13,040.79.
- Summer door count and circulation stats were reviewed and discussed.

- Amanda reported the 2023 staffing and materials budgets were submitted to the Town in August. Updates to the Town budget process will be shared later this fall.
 - The library will be closed Friday, September 16 for staff training and for staff to attend the Town picnic.
 - The library is hiring a part-time children's clerk to fill an opening following a resignation.
 - A proposal for \$150,000 in capital grant state funding for improvements and renovations to the library's entryway, roof, and public bathrooms is being drafted. The library has also been nominated to receive a \$20,000 grant to host a well-known author as part of an author series with the Rochester Public Library and Penfield Public Library.
 - **Amanda requested Foundation funding for the following projects:**
 - \$1,690 NYLA conference travel, meals and housing**
 - \$8,339.10 Three-year contract for Mango Languages**
 - \$5,000 Hoopla**
 - \$3,000 Kanopy**
- Mary Doyle moved to approve funding for the Foundation projects. Paul Seidel seconded the motion, which carried.**

ONGOING BUSINESS

- The Volunteer Recognition Committee will meet soon to begin planning.
- A Recruitment Committee was formed with members Tracy Castleberry and Mary Doyle.

With no objections, Board Vice President Tracy Castleberry adjourned the meeting at 7:23 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY