

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
FEBRUARY 9, 2022**

PRESENT

Tracy Castleberry, Paul Seidel, Farrah Ritter, Radhika Ramesh, Chris Hall

ALSO PRESENT

Amanda Madigan, Kim Taylor, Pam Burch, Mary Devine, Jisu Oh

Board President Radhika Ramesh called the meeting to order at 6:00 PM.

ABSTRACT

- **Chris Hall moved to approve the February abstract for \$10,027.56. Farrah Ritter seconded the motion, which carried.**

MINUTES

- **Paul Seidel motioned for approval of the January minutes. Tracy Castleberry seconded the motion. Motion approved.**

FRIENDS LIAISON REPORT

- Pam Burch reported that the next sale is Thursday, March 24 - Saturday, March 26. In June, the sale will be open Friday and Saturday with Sunday available for the kids' sale. Fall sales are planned for September and November this year.
- The Friends 60th Anniversary is this year.
- Membership applications can now be completed on the website pittsfordlibraryfriends.com.
- Friends would like to collaborate with Children's librarians to promote library cards for kids.
- Funds continue to be satisfactory for wish list requests and reserve balances are growing.

HIGH SCHOOL LIAISON REPORT

- Mary Devine reported for Sutherland library. Sutherland began an extra help program last week.
- The 20 in 4 for more reading program continues.
- Groups are being formed with district English teachers for discussion topics such as MLA.
- Jisu Oh reported for Mendon library. 'Win Days' for extra help are also scheduled at Mendon for students requesting assistance from teachers.
- Along with changes and increases to the collection, the Mendon library has improved visual displays to appeal to and draw students in.
- Important figures in black history are being spotlighted during the morning announcements.

TOWN LIAISON REPORT

- Kim Taylor reported that zoning codes will be updated this year.
- A new crossing guard has been hired for students walking across Monroe Avenue to Sutherland High School.
- Monroe County volunteer first responders can now get a 10% reduction of assessed property value in the form of a Tax Credit.
- Interviews will start soon for open positions on Volunteer Boards.

LIBRARY DIRECTOR REPORT

- Amanda Madigan reported that the Children's position opening should be filled by the beginning of March. In addition, two part-time librarians will be promoted to full-time.
- The mask mandate will change tomorrow and facemask use will be optional in the library.
- Amanda conducted a review of working documents available on Microsoft Teams including the location of sign-up sheets for staff shadowing and Friends meetings. March is open for shadowing and trustees are reminded that more than one may sign up in a month.
- Chris Hall commented on her shadowing experience with Assistant Director Kate Prociuous at the Reference Desk.
- This weekend RIT students will be filming at the library for their entry to a commercial competition. They are one of only four student teams selected in the country to participate in the competition.
- Your Friendly Neighborhood Librarians podcast is available on the website and can be found under Digital Resources.
- The library's social media presence is being updated and improvements in engagement have been observed.
- Children's thank you cards for town snowplow crews will be sent this week.
- The \$9,649.17 grant funding distributed through the Friends and Foundation of the Rochester Public Library is ready for acceptance. Radhika Ramesh will sign on behalf of the Board of Trustees.
- NYLA Advocacy Day is March 2, 2022. Registration links have been emailed and talking points are available in Teams.
- **Foundation requests for \$ 25,725 were presented and Tracy Castleberry moved to approve the request for submission as written. Paul Seidel seconded the motion, which carried.**
- The New York State report for 2021 is in process and a draft should be available for review at the March meeting.

NEW BUSINESS

- **Amanda presented the proposal request for funding from the American Rescue Plan Act (ARPA). Seven projects are included and the library is scheduled to present at the March 1st Town Board meeting. Chris Hall moved to approve the proposal for submission. Paul Seidel seconded, and the motion was approved.** Tracy Castleberry and Radhika Ramesh will draft a letter of support from the Trustees to the Town Board to prepare for the meeting.

Board President Radhika Ramesh adjourned the meeting at 7:02 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY