
PRESENT
Dave Giambattista
Jeff Nutting
Liz King
Suzanne Stockman

ABSENT
Chris Mirrione

OTHERS
Carl Gouveia
Lauren Hinett
Lin Macholz
Pat Rapp

The meeting was called to order at 6:31 p.m. by Liz King, President.

REVIEW OF AGENDA
There were no recusals or changes to the agenda. Mr. Mirrione was officially excused from the meeting due to a scheduling conflict.

PREVIOUS MINUTES
A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve the minutes from the April 2021 Board meeting.
Motion carried unanimously.

TREASURER’S REPORT
A motion was made by Dave Giambattista and seconded by Jeff Nutting to accept the Treasurer’s Report for March 2021.
Motion carried unanimously.

CLAIMS
A motion was made by Liz King and seconded by Suzanne Stockman to approve Claims as follows:

Ingram: $17,253.76
Utilities $4,991.55
All Other: $56,062.57
Total of all Claims: $78,307.88

Motion carried unanimously.

Ms. King read Mr. Mirrione’s notes on the summary which stated that Ingram invoices include end-of-year spending and Other invoices include MCLS cost shares.

COMMITTEE REPORTS
Finance – Ms. King stated that there was no update.

Personnel – Mr. Giambattista stated that the committee met on Monday, April 19, 2021. Policy updates will be discussed under New Business.
Draft – These minutes have not yet been approved by the Board of Trustees

Long Range Planning – Mr. Giambattista stated that the committee met on May 3, 2021 to create and outline for the committee to work toward the next Long Range Plan. Mr. Gouveia noted that Mr. Giambattista and Mr. Mirrione will see the plan through to completion, rather than changing committee members during the process.

Facilities & Services – Mrs. Stockman stated that the committee has not met.

DIRECTOR’S REPORT
Mrs. Stockman asked about 125th anniversary plans. Mr. Gouveia said that, with gazebo concerts moving to Perinton Park this year, there are plans to hold a few smaller concerts in the gazebo. The August concert will be a family event billed as a celebration of the library’s 125th anniversary. The time capsule will be opened at that time.

The small gazebo concerts will be held on Wednesdays; the Perinton Park concerts will be held on Thursdays.

Mr. Gouveia stated that the library is seeing a decrease in Overdrive circulation compared to last year. Our usage increased greatly while the library was closed. Now that patrons are able to come into the library to pick up materials, our Overdrive numbers are reflecting the change in use.

Mr. Gouveia stated the library hours will change, beginning June 1, 2021, as follows:
Monday, Tuesday, Wednesday, Friday – 9:00 a.m. to 6:00 p.m.
Thursday – 9:00 a.m. to 9:00 p.m.
Saturday – 9:00 a.m. to 5:00 p.m.

Mr. Gouveia stated that new magazines have been changed to in-library use only. Now that patrons are reading magazines and newspapers in the library reading room, it was important to ensure current issues are available.

NEW BUSINESS
A motion was made by Dave Giambattista and seconded by Jeff Nutting to declare an item surplus and disposable. (See attachment.)
Motion carried unanimously.

A motion was made by Suzanne Stockman and seconded by Jeff Nutting to accept the appointment of Joe Zelazny as a Substitute Librarian, effective April 15, 2021.
Motion carried unanimously.

A motion was made by Suzanne Stockman and seconded by Dave Giambattista to accept the appointment of Mary Gleason as a Substitute Librarian, effective May 10, 2021.
Motion carried unanimously.
A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the Non-Harassment Policy. (See attachment.) Motion carried unanimously.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to approve the Code of Ethics Policy. (See attachment.) Motion carried unanimously.

A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the Religious Accommodation Policy. (See attachment.) Motion carried unanimously.

A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve the Attendance Policy. (See attachment.) Motion carried unanimously.

A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve the Holidays Policy, as amended. (See attachment.) Motion carried unanimously.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to approve the Voting Leave Policy. (See attachment.) Motion carried unanimously.

A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the Alcohol/Drug Free Workplace Policy. (See attachment.) Motion carried unanimously.

A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the Infectious Disease Policy. (See attachment.) Motion carried unanimously.

A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve the Electronic Resources Policy. (See attachment.) Motion carried unanimously.

A motion was made by Suzanne Stockman and seconded by Dave Giambattista to approve the Social Media Policy. (See attachment.) Motion carried unanimously.

PRESIDENT’S COMMENTS
Ms. King pointed out the comment in the Director’s Report where a patron was happy to see diversity in children’s books. Ms. King stated that she has seen an increase in diversity in adult books, as well. She commended those who are doing collection development.
Draft – These minutes have not yet been approved by the Board of Trustees.

ADJOURNMENT
A motion was made by Dave Giambattista and seconded by Jeff Nutting to adjourn at 7:42 p.m.
Motion carried unanimously.

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Pat Rapp, Clerk to the Board

Attachments:
Treasurer’s Report – March 2021
Claims
Surplus Items
Non-Harassment Policy
Code of Ethics Policy
Religious Accommodation Policy
Attendance Policy
Holidays Policy
Voting Leave Policy
Alcohol/Drug Free Workplace Policy
Infectious Disease Policy
Electronic Resources Policy
Social Media Policy