
PRESENT
Dave Giambattista
Jeff Nutting
Liz King
Suzanne Stockman

ABSENT
Chris Mirrione

OTHERS
Carl Gouveia
Lauren Hinett
Marianne Jubert

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 Suzanne Stockman and seconded by Jeff Nutting to approve the minutes from the June 2021 Board meeting.
Motion carried 4-0.

TREASURER’S REPORT

The Treasurer’s Report for May 2021 was not available yet.

BOARD BUSINESS

Ms. King signed her Oath of Office on July 2, 2021.

A motion was made by Dave Giambattista and seconded by Liz King to appoint Suzanne Stockman as President of the Board of Trustees.
Motion carried 4-0.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to appoint Jeff Nutting as Vice President of the Board of Trustees.
Motion carried 4-0.

A motion was made by Suzanne Stockman and seconded by Jeff Nutting to appoint Nixon Peabody as attorneys for the Board.
Motion carried 4-0.
A motion was made by Jeff Nutting and seconded by Suzanne Stockman to select the Fairport-East Rochester Post and/or Democrat and Chronicle as official newspapers. Motion carried 4-0.

A motion was made by Suzanne Stockman and seconded by Dave Giambattista to approve Carl Gouveia as Finance Officer. Motion carried 4-0.

A motion was made by Jeff Nutting and seconded by Suzanne Stockman to approve Pat Rapp as Clerk to the Board. Motion carried 4-0.

A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve Mary Lynch as Custodian of Petty Cash. Motion carried 4-0.

A motion was made by Jeff Nutting and seconded by Suzanne Stockman to establish the second Tuesday of each month, at 6:30 p.m., as the regular meeting date for the Board. Motion carried 4-0.

A motion was made by Suzanne Stockman and seconded by Dave Giambattista to approve administrative payment for payroll, rent, utilities, common area maintenance and landlord's insurance subject to Board review at next regularly scheduled Board meeting. Motion carried 4-0.

A motion was made by Jeff Nutting and seconded by Suzanne Stockman to appoint Fairport Central School District as custodian of funds. Motion carried 4-0.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to approve the Claims Audit Policy. (See attachment.) Motion carried 4-0.

A motion was made by Suzanne Stockman and seconded by Dave Giambattista to approve the Conflict of Interest Policy. (See attachment.) Motion carried 4-0.

Trustees and staff signed the Conflict of Interest Policy Attestation. (See attachments.)

A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the Procurement Policy. (See attachment.) Motion carried 4-0.
CLAIMS
A motion was made by Dave Giambattista and seconded by Jeff Nutting to approve Claims as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ingram</td>
<td>$1,578.20</td>
</tr>
<tr>
<td>Utilities</td>
<td>$17,618.09</td>
</tr>
<tr>
<td>All Other</td>
<td>$2,160.84</td>
</tr>
<tr>
<td><strong>Total of all Claims</strong></td>
<td><strong>$21,357.13</strong></td>
</tr>
</tbody>
</table>

Motion carried 4-0.

DIRECTOR’S REPORT
Mrs. Stockman asked what the plans were for using the $30,000 in funds that were secured by the State Assembly for the library. Mr. Gouveia stated that the money would be used for the library’s security system including upgrading the existing cameras as well as purchasing 8 new cameras.

Mr. Gouveia commented that the Historic Walk program has been very popular. It is currently sold out and a waiting list has been started.

Mr. Gouveia stated that activities are scheduled to celebrate the 125th anniversary of the library including a concert as well as the opening of the time capsule that was sealed 25 years ago which will occur on August 26, 2021 at the gazebo.

Mr. Gouveia stated that plans are underway for the creation of a library mascot which will be a mouse.

Mr. Gouveia received a letter and donation from a patron who was pleased with the Children’s programs that we offered.

Mr. Gouveia stated that there are no longer any outdoor mask restrictions. However, masks are required for children under the age of 12.

Mr. Gouveia stated that the Thursday night concerts at the gazebo have begun.

COMMITTEE REPORTS
Finance – Ms. King stated that the committee has not met.

Personnel – Mr. Giambattista stated that the committee has not met.

Long Range Planning – Mr. Giambattista stated that the committee will be meeting on Wednesday, July 21, 2021.

Facilities & Services – Mrs. Stockman stated that the committee has not met.
NEW BUSINESS
A motion was made by Jeff Nutting and seconded by Dave Giambattista to approve the proposed 2022 Holiday and Close Dates. (See attachment.)
Motion carried 4-0.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to amend the 2021 Holidays and Close Dates to close at noon August 27, 2021 for Fairport Music Festival, to close on October 11, 2021 for Staff Training Day, and to close on December 31, 2021 for New Year’s Day (Observed).”
Motion carried 4-0.

A motion was made by Jeff Nutting and seconded by Suzanne Stockman to accept the appointment of the following high school pages, effective June 28, 2021: Emily Allison, Harper Brown, Marina DeChick, Giovanna Fisher, Gabriella Fornuto, Mikayla Gilbert, Maggie McMahon, and Ashleigh Richards.
Motion carried 4-0.

A motion was made by Dave Giambattista and seconded by Suzanne Stockman to declare items surplus and disposable. (See attachment.)
Motion carried 4-0.

PRESIDENT’S COMMENTS
Ms. King said that things seemed back to normal after spending an evening in the village. She was wondering if the library would reinstate fines now that the bridge is open again. Mr. Gouveia stated that currently there will be no fines charged for Children’s items until July 2022. He stated that the library could set an example for other libraries by not charging fines in the future.

Mr. Giambattista thanked Ms. King for being the Board President for the last year. He stated that she did a great job handling meetings that had to be conducted on Zoom and/or in person due to Covid.

ADJOURNMENT
A motion was made by Suzanne Stockman and seconded by Jeff Nutting to adjourn at 7:29 p.m.
Motion carried 4-0.

Marianne Jubert, Acting Clerk to the Board