I. CALL TO ORDER

II. 30 MINUTE PUBLIC COMMENT PERIOD

III. -Review of Agenda and Opportunity to Recuse from any business item
     -Motion to approve Minutes of June 2024 Board meeting
     -Motion to accept Treasurer’s Report for May 2024

IV. BOARD BUSINESS
    1. Oath of Office
    2. Motion to elect President and Vice President for 2024-2025
    3. Motion to appoint attorneys to the Board
    4. Motion to select as official newspapers the Monroe County Post and/or Democrat and Chronicle
    5. Motion to approve Carl Gouveia as Financial Officer
    6. Motion to approve Erica Rolland as Clerk to the Board
    7. Motion to approve Mary Lynch as Custodian of Petty Cash
    8. Motion for establishment of regular Board Meeting date
    9. Motion 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.
    10. Motion to appoint Fairport Central School District as custodian of funds.
    11. Motion to approve Claims Audit Policy
    12. Motion to approve Conflict of Interest Policy
    13. Motion to approve Internet Use Policy

V. CLAIMS – Finance Committee will review

VI. DIRECTOR'S REPORT

VII. COMMITTEE REPORTS
    1. Finance – Mr. Mirrione
    2. Personnel – Ms. King
    3. Long Range Planning – Mr. Giambattista
    4. Facilities and Services – Mr. Giambattista

VIII. OLD BUSINESS
    1. 100-03 Program Development
    2. 200-01 Collection Development

IX. NEW BUSINESS
    1. 2025 Holidays
2. Motion to approve the appointment of new high school pages:
   a. Emerson Schaeber, Byeol Milligan, Jett Gil-Moore, and Claire Waldmiller effective July 1, 2024.
   b. Colin Klus effective July 8, 2024.
3. Motion to accept the resignation of Brenda Deever as Substitute Librarian effective May 14, 2024
4. Motion to accept 24 budget transfers totaling $32,870.38.
5. 800-01 Procurement
6. 800-04 Fund Balance
7. 800-09 Credit Card
8. Employee Handbook: 2.06 Lactation Accommodation

IX. PRESIDENT'S COMMENTS

X. ADJOURNMENT

The next meeting of the Board of Trustees will be August 13, 2024.

Agenda: July 3, 2024
Procedures for Public Comment Period

- The public comment period is limited to a total of 30 minutes—in the event that a large number of people have signed up to speak, the 30-minute public comment period may prevent some individuals from being heard. Members of the public acknowledged during this comment period by the presiding officer shall be afforded one opportunity per meeting, **not to exceed 3 minutes**, to address the board regardless of the number of topics.
- Individuals wishing to address the Board must **sign in with the Board Clerk** and will be recognized to speak in the order in which they registered. Signups must be completed prior to the meeting being called to order.
- **Speakers must be recognized by the presiding officer**—no member of the public shall be permitted to address the Library Board until and unless recognized by the presiding officer—after recognition by the presiding officer, speakers must state their name, address, and group/organization affiliation, if any.
- Speakers must **speak from the lectern** provided unless a speaker has mobility issues, in which case such speaker may speak from his/her seat.
- The subject matter to be addressed **must be relevant to the Library Board and its interests**—the Library Board has the sole and absolute discretion to determine whether a speaker’s topic and/or comments are relevant to the Library Board or its interests, and if they determine that it is not, then the presiding officer shall rule the speaker out of order and terminate his/her remarks.
- The Library Board will listen to the presentations and may interrupt to ask questions for clarification or information, but it should be noted this is a **time for listening, not resolution**—while speakers may ask questions of the Library Board, no speaker has the right to demand an answer to a specific question from the entire Library Board or any particular member of the Library Board; **responses from the board will occur at a later date after the Library Board has had time to deliberate the issue, to seek more information, and/or to take recommendations from the director.** The Board reserves the right to comment after a statement has been completed or to immediately move on to the next speaker.
- **No request for a show of hands or a “vote” of persons present** at a regular meeting on any matter is allowed—it should be noted that this is a time for listening, not uncontrolled debate.
- All remarks shall be **addressed to the Library Board as a body** and not to any member thereof nor to other members of the public in attendance.
- It is important to note that a Library Board meeting is a meeting conducted in public, not a public meeting. In other words, **the public, and possibly media representatives, are there to watch the board work.**
- Speakers shall observe the commonly accepted rules of **courtesy, decorum, dignity, and good taste**—no person attending a Library Board meeting shall engage in disorderly or boisterous conduct, including without limitation, the utterance of loud, threatening, or abusive language, the display of signs, whistling, booing, handclapping, stamping of feet, or any other acts which disturb, disrupt, or otherwise prevent the business of government or which impede the orderly conduct of the meeting.
- Interested parties or their representatives **may address the Board by written communications** and a copy of such written statements shall be provided to the Library Board.
- The Library Board **reserves the right to suspend the above rules** as needed.