

**PITTSFORD COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
JUNE 12, 2019**

**PRESENT**

Jessica Izzo, Ken Knight, Paul Seidel, Michael Labombarda, Tracy Castleberry

**ALSO PRESENT**

Amanda Madigan, Matthew O'Connor, Daniel Waldman

**ABSENT**

Mary Doyle, Radhika Ramesh

**ABSTRACTS SIGNED**

\$ 37,220.04

Board President Michael Labombarda called the meeting to order at 7:00 PM.

**MINUTES**

- **Ken Knight moved to approve the May 8, 2019 meeting minutes as written. Tracy Castleberry seconded; the motion carried.**

**HIGH SCHOOL LIAISON REPORT**

- Daniel Waldman provided the high school report. The '24 in 4 for More' reading program is in its final planning stages with a goal to implement for this year's entering freshmen.
- High school librarians provided titles for summer reading suggestions.
- Collection diversity audits are in process. Titles will be reviewed to assure inclusion of characters and images representing diversity as well as socioeconomic differences and variety throughout.
- At Mendon High School Mr. Daggs has been polling teacher research opportunities to incorporate the development of library skills.

Library Board President Michael Labombarda expressed appreciation for Daniel's service to the library and its board of trustees.

**TOWN LIAISON REPORT**

- Matt O'Connor reported that the Summer Concert Series starts on Friday, June 14<sup>th</sup> with a performance by the Pittsford Mendon High School Band.
- To date 5 neighborhood refuse districts have been formed covering service for 500 households with significant savings. Additional districts may be formed next Spring for 2021.
- Pittsford's Community Choice Aggregation has 2 distributors who will be providing bids for the final selection.
- The East Avenue Sidewalk Project continues this summer.

- There are several large projects in town including road resurfacing and culvert replacement.
- This season the town is introducing the **Wegmans Hit the Trail Passport** program which promotes eight Pittsford trails for hiking or biking. Program information and passports will be available at the Community Center and the Monroe Avenue Wegmans.

## **LIBRARY DIRECTOR REPORT**

- Amanda Madigan presented the 2019/2020 Wish List to the Friends Executive Board at their May meeting. The Friends approved the list as presented.
- Programming and Outreach efforts were highlighted. At Paddle and Pour, the library tent held an upcycled boat race that was enjoyed by 293 participants. First grade visits for 450 students districtwide conclude this month and Miss Vinise will complete visits to 2<sup>nd</sup> grade classes. Laura Richardson's Teen Community Service program has been successful and she will reach out to the Senior Center at Spiegel for Tech programs.
- Building painting projects are progressing as planned. The first floor was completed during the Memorial Day closure and the Children's room is scheduled the weekend after the 4<sup>th</sup> of July.
- New projects supported by the town's Department of Public Works and the Parks Departments include a significant clean-up of the Reading Garden as well as exterior landscaping. Also scheduled is the installation of filtered bottle filling stations, along with new bike racks and a bicycle fix it station.
- **Amanda presented a Foundation request for up to \$5,600. The request includes \$2,400 to replace broken and worn out furniture in the Reading Garden, and up to \$3200 for staff attendance at the New York Library Association's 2019 Annual Conference. Ken Knight moved that the request be approved and Jessica Izzo seconded the motion, which carried.**
- On June 19<sup>th</sup> regulations go into effect restricting smoking within 100 feet of the library. **The Policies Manual of the Pittsford Community Library, Section V Patron Rules of Conduct, Item H will be revised as follows: No possession or consumption of alcoholic beverages or illegal substances is allowed in the library. In accordance with New York State Public Health Law, smoking is prohibited in the library facilities and within 100 feet of entrances and exits. Vaping is likewise prohibited. Additional clarifications were discussed. Tracy Castleberry moved for approval of the changes presented with edits discussed. Jessica Izzo seconded the motion, which carried.**
- Changes proposed by Monroe County Library System to offer HOOPLA to all patrons and begin auto renewals for past due items were discussed.
- **Amanda requested authorization to remove broken and worn out office chairs, fixed assets numbered 013278, 015724, 015725, and 015767. Paul Seidel motioned for the items removal from inventory as requested. Ken Knight seconded the motion, which was approved.**

- Summer Reading for 2019 is themed 'A Universe of Stories'. Programs for all ages are planned.
- Summer hours begin Saturday, June 22<sup>nd</sup>.

#### **NEW BUSINESS**

- Ken Knight presented the mid-year review of Foundation accounts and the Pittsford Community Library Foundation Board Members for 2019. **Tracy Castleberry moved to approve the Foundation Board as presented and Jessica Izzo seconded the motion that carried.**

#### **ONGOING BUSINESS**

- The 2020 Town Budget Discussion continued and cost share expenditures were reviewed.

Michael Labombarda called for adjournment to Executive Session at 8:50 pm, which concluded at 9:04 pm.

Respectfully Submitted,  
Lori O'Connor  
Library Clerk

**OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY**