

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
OCTOBER 13, 2021**

PRESENT

Tracy Castleberry, Paul Seidel, Lori Lusk, Farrah Ritter, Chris Hall

ALSO PRESENT

Amanda Madigan, Kate Bohne Munzinger, Mary Devine

PUBLIC ATTENDEE

None

Board President Tracy Castleberry called the meeting to order at 6 PM. Tracy welcomed Sutherland High School Liaison Mary Devine.

ABSTRACTS

- **Chris Hall moved to approve the October abstract in the amount of \$42,134.10. Farrah Ritter seconded the motion which carried.**

MINUTES

- **Paul Seidel motioned for approval of the August 11, 2021 minutes. Lori Lusk seconded the motion which was approved.**

FRIENDS LIAISON REPORT

- Amanda Madigan presented Pam Burch's report. The October board meeting was successful and the Friends are finding mini sales to be well received. They anticipate incorporating some of the successful new protocols permanently.
- September sale proceeds were \$5377. Including hall and textbook sales brings the total receipts for the month to \$7064.

HIGH SCHOOL LIAISON REPORT

- Mary Devine reported on a busy start to the school year and improved access to Sutherland's library.
- All freshman students were provided with laptops.
- The library ordered 175 Spanish and Chinese classic and recreational titles for the collection.
- Senior Inquiry projects will begin in November.
- MLA (Modern Language Association) updates have been implemented according to the 9th edition revisions published earlier this year.
- Senior class members are obtaining digital library cards for New York Public Library.

TOWN LIAISON REPORT

- Kate Bohne Munzinger reported a great turnout for the Pittsford Food Truck and Music Fest. The Family Halloween Fest will be held at Spiegel Community Center this year.
- A bipartisan committee has been formed to review the Code of Ethics. The Diversity & Equity Advisory Committee will present recommendations this month. Department budgets for 2022 will be presented at the November meeting. For more information please visit the website at townofpittsford.org.
- Public sessions regarding the state's legalization of marijuana are scheduled to acquaint residents with the upcoming decisions required at the local government level.

LIBRARY DIRECTOR REPORT

- Amanda Madigan thanked the board for their September 16, 2021 email vote approving the abstract.
- The library welcomed two new circulation aides and one page this month.
- Amanda will send a link for the Trustee Handbook Book Club training that is now available. New York State requires each trustee to attend 2 trainings annually. Please be sure to let Amanda know what sessions have been completed this year.
- Furniture replacements for 2021 are complete. Damaged and fully depreciated seating was addressed as well as improved tech access. New items have components that can be easily replaced when broken and upholstery that can be cleaned more effectively.
- A new self-service study room reservation system is being evaluated.
- The library's 2022 budget will be presented to Town Board on Tuesday, October 19th.
- **Amanda requested approval for final 2021 Foundation funding in the amount of \$3,562 for an adult games collection and digital materials. Chris Hall motioned, Farrah Ritter seconded and motion carried.**

NEW BUSINESS

- Amanda Madigan presented the 2021 Director's Report and 2022 Director Goals.
- Tracy Castleberry reviewed 2021 Trustee Goals.
- 2022 Trustee Goals were discussed.

ONGOING BUSINESS

- The Volunteer Recognition Committee is working on ideas, confirming volunteer directories, and discussing timelines.
- Officer nominations for 2022 were discussed.

With no objections, Board President Tracy Castleberry adjourned the meeting at 7:38 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY