

Approved by the Library Board of Trustees July 11, 2022

Richmond Memorial Library

Board of Trustees

June 13, 2022

The June meeting of the Library Board of Trustees was held on Monday, June 13, 2022. President Gregg McAllister called the meeting to order at 6:34 p.m.

Members present: Gregg McAllister, Norm Argulsky, Rebecca McGee, Kristi Evans, Jessica Ecock Rotondo, Leslie Moma, and Catrina Lasher

Also present: Library Director Bob Conrad, Deputy Secretary Debra Levins, Treasurer Kim Mills, and Senior Manager Christian Townes of Freed Maxick

Approval of Minutes

Upon the motion of L. Moma, seconded by R. McGee, the minutes of the May 9, 2022 meeting were approved. All members voted yes. Motion carried.

Public to be Heard

Heath Eisele, a resident of Alexander School District, objected to the Library's drag queen story time; to the use of another children's performer in the Summer Reading Program whom he has determined to be LGBTQ+; and to a staffmember's second job outside of the library.

Audit Report of Fiscal Year 2021-22

Christian Townes, Senior Manager of Freed Maxick

Christian Townes gave a summary of the audit findings and the opinion that the financial statements presented fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Library.

Upon the motion of R. McGee, seconded by J. Ecock Rotondo, it was resolved to approve the Audit Report of Fiscal Year 2021-22 pending updated PDF's from Freed Maxick. All members voted yes. Motion carried.

Tom Bindeman & Lisa Erickson, Nioga Library System

"Fine Free" update

Tom Bindeman's presentation was rescheduled to the July Board Meeting.

Library Director's Report

Drag Queen Story Hour Results

Director Conrad reported on a flurry of phone calls and emails from within the community and from as far away as Texas, both in support of and opposed to, and some just curious about the drag queen story time that was presented on Saturday, June 11th. Final counts were 14 contacts in favor & support of the program (pro) to 26 mildly to strongly opposed (con). Contacts came from within BCSD (2 pro, 6 con), with most additional opposition coming from the greater Genesee County area (2 pro, 13 con) and most support coming from Erie, Niagara, and Orleans counties (9 pro, 2 con). Anonymous calls, those from unknown/unverifiable locations (1 pro, 4 con) and from as far away as Texas (1 con) are included in the totals. 94 people attended the program, including 84 children and parents and 10 "other" people including librarians, media, and curious onlookers.

Reports of Adult & Teen Services Librarians

The Board reviewed monthly reports from Librarians Rita McCormack, Samantha Basile, Deborah Wood, and Felicia Cecere. Elizabeth Beardslee will submit her report next month.

The Board also reviewed the monthly report from Children's Room Librarian Sue Potera.

April 2022 Statistics

The April 2022 Statistic Report was reviewed.

Staff Training Day summary (oral report)

Director Conrad gave a brief report on the schedule of content presented on the staff training day Thursday, May 19th.

Muriel Marshall Grant application approved

B. Conrad reported that the Library was approved to receive the Muriel Marshall Grant in the full amount of \$60,000.

Change to scope of Friend of the Year ceremony, August 3

The combined dedication ceremonies described last month have been scaled back to include only the dedication of the Nancy Mortellaro flower garden and the Friend of the Year reception.

Oral update on action items given by Personnel Committee

Director Conrad gave an oral update on action items given to him by the Personnel Committee pertaining to building security and internal communications.

Committee Reports

Personnel/Handbook Committee

Concerns of staff regarding changes to PTO accrual

The Personnel Committee reported on staff concerns regarding the transition to accrual of personal time off replacing an annual upfront award.

Upon the motion of N. Argulsky, seconded by C. Lasher, it was resolved to amend the Employee Handbook to allow staff to automatically carry over up to ten vacation days from one year to the next to be used within the next fiscal year. All members voted yes. Motion carried.

Financial Reports

May 2022 Summary of Revenues and Appropriations

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the May 2022 Summary of Revenues and Appropriations. All members voted yes. Motion carried.

Approval of Invoices for Payment

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the manual checks on Warrant 74. The amount of \$709.30 was received by Proflex Administrators LLC for May Health Care costs. All members voted yes. Motion carried.

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the payment of \$6,221.27 on Supplemental Warrant 65. All members voted yes. Motion carried.

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the payment of \$15,688.53 on Supplemental Warrant 67. All members voted yes. Motion carried.

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the payment of \$13,452.36 on Supplemental Warrant 70. All members voted yes. Motion carried.

Upon the motion of K. Evans, seconded by L. Moma, it was resolved to approve the payment of \$33,950.57 on Warrant 73. All members voted yes. Motion carried.

Request for Budgetary Transfer

Upon the motion of R. McGee, seconded by J. Ecock Rotondo, it was resolved to approve the following transfer:

\$2,000.00 from Capital Improvement to Utilities for shortfall on the Utilities line due to volatility and large price increases.

All members voted yes. Motion carried.

Communications

Communication from the following people was presented:

Chelsea Elliott, Executive Director of Youth Bureau, Margaret “Peggy” Yenson and Bobbie Wasikowski.

Old Business

Restorative Justice (Jess)

J. Ecock Rotondo will expand on Restorative Justice at the July meeting.

Auditor Search – addition to agenda

President G. McAllister apprised the board on the status of his search for an auditing agency.

New Business

Amend Employee Handbook to allow up to 10 days of Vacation to roll over

Motion is presented in committee report above.

Approve the Warrant Schedule for FY 2022-23 (and Board Meeting Dates)

Upon the motion of J. Ecock Rotondo, seconded by N. Argulsky, it was resolved to approve the Warrant Schedule and board meeting dates for FY 2022-23. All members voted yes. Motion carried.

Approve the Appointment of Carolyn Dawson to the PT Library Clerk vacancy at \$16.75/hr

Upon the motion of R. McGee, seconded by L. Moma, it was resolved approve the appointment of Carolyn Dawson to the PT Library Clerk vacancy at \$16.75/hr. All members voted yes. Motion carried.

Approve the suspension of a library patron

Upon the motion of J. Ecock Rotondo, seconded by C. Lasher, it was resolved to approve the suspension of Joseph Ritchie for 3 months. All members voted yes. Motion carried.

Executive Session to discuss appointments to positions

Upon the motion of R. McGee, seconded by J. Ecock-Rotondo , it was resolved to enter into Executive Session at 8:24 p.m. All members voted yes. Motion carried.

Upon the motion of N. Argulsky, seconded by J. Ecock-Rotondo, it was resolved to exit Executive Session at 8:55 p.m. All members voted yes. Motion carried.

Adoption of the FY 2022-23 Budget as amended

Upon the motion of N. Argulsky, seconded by L. Moma, it was resolved to adopt the Library Budget as amended. The creation of another part-time Library Assistant was not approved. All members voted yes. Motion carried.

Other Business - None

Adjournment

There being no further business, President Gregg McAllister adjourned the meeting at 9:00 p.m.

Respectfully submitted,
Bob Conrad, Clerk

Next meeting: July 11, 2022, 6:30 pm