

Approved by the Library Board of Trustees September 12, 2022

Richmond Memorial Library

Board of Trustees

August 8, 2022

The August meeting of the Library Board of Trustees was held on Monday, August 8, 2022. President Gregg McAllister called the meeting to order at 6:31 p.m.

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

Also present: Library Director Bob Conrad and Deputy Secretary Debra Levins

Excused: Rebecca McGee

Approval of Minutes

President G. McAllister declared the minutes of the July 11, 2022 meeting as approved.

Public to be Heard – None

Janine Corea, HR Works (via Zoom)

Janine Corea , VP of HR Works, gave an overview of their HR strategic services via Zoom.

Library Director's Report

Fine free update

Discussions continue with Nioga Executive Director Tom Bindeman and Genesee County libraries regarding libraries going fine free. A fine free trial period may be initiated.

Credit card payments

Director Conrad shared correspondence from Librarian Felicia Cecere who looked into adding a credit card payment system. The research shows that it would not be cost effective and would not interface well with our other systems.

“Friend of the Year” Reception: Saturday, August 13, 10 am to 1pm

The Director reminded Trustees about the Garden Dedication for Nancy Mortellaro this Saturday at 10:00 am followed by the Friend of the Year Reception.

July 2022 Reports of Librarians McCormack, Basile, Beardslee, Cecere, & Wood

The Board reviewed monthly reports from Librarians Rita McCormack, Samantha Stryker Basile, Elizabeth Beardslee , Deborah Wood, and Teen Services Librarian Felicia Cecere.

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

Empire Pass update: Parks Explorer App

Two Empire passes have been purchased and will be ready to circulate once library staff has a chance to determine how the wallet feature for digital entry may be supported.

Committee Reports - None

Financial Reports

July 2022 Summary of Revenues and Appropriations

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the July 2022 Summary of Revenues and Appropriations. All members voted yes. Motion carried.

Approval of Invoices for Payment

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the manual checks on Warrant 8. The amount of \$3,868.43 was received by Proflex Administrators LLC for July Health Care costs. All members voted yes. Motion carried.

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the payment of \$1,577.11 on Supplemental Warrant 4. All members voted yes. Motion carried.

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the payment of \$13,166.76 on Supplemental Warrant 6. All members voted yes. Motion carried.

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the payment of \$14,822.63 on Warrant 10. All members voted yes. Motion carried.

(Bank reconciliations not available, but outstanding check for A. Humphrey canceled)

Communications - None

Unfinished Business - None

New Business

Proposal: free replacement library cards for kids in September

Upon the motion of C. Lasher, seconded by J. Ecock Rotondo, it was resolved to approve amnesty for the month of September for everyone for replacement of (lost) cards. All members voted yes. Motion carried.

Discussion, adoption of HR Works proposal

Upon the motion of J. Ecock Rotondo, seconded by K. Evans, it was resolved to approve the proposed 2 year contract with HR Works. All members voted yes. Motion carried.

Discussion, adoption of audit proposal, Allied Partner

Upon the motion of J. Ecock Rotondo, seconded by L. Moma, it was resolved to approve the proposed 1 year contract with Allied Financial Partners. All members voted yes. Motion carried.

Resolution Commending 2022 Friend of the Year Anne Iannello

Upon the motion of L. Moma, seconded by C. Lasher, it was resolved to approve the resolution commending 2022 Friend of the Year Anne Iannello. All members voted yes. Motion carried.

L. Moma, C. Lasher and J. Ecock Rotondo will read the resolution at the reception.

Executive Session to Discuss the Appointment of a Person

Upon the motion of J. Ecock Rotondo, seconded by L. Moma, it was resolved to enter into Executive Session at 8:15 p.m. All members voted yes. Motion carried.

Upon the motion of N. Argulsky, seconded by K. Evans, it was resolved to exit Executive Session at 9:05p.m. All members voted yes. Motion carried.

Adjournment

Upon the motion of N. Argulsky, seconded by L. Moma, it was resolved to adjourn the meeting at 9:05 p.m. All members voted yes. Motion carried.

Respectfully submitted,
Bob Conrad, Clerk

Next meeting: Monday, September 12, 2022 6:30 pm, Gallery Room.