

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
NOVEMBER 11, 2020**

PRESENT

Tracy Castleberry, Paul Seidel, Mary Doyle, Michael Labombarda, Radhika Ramesh, Chris Hall, Farrah Ritter

ALSO PRESENT

Kate Bohne Munzinger, Ethan Minnella, Pam Burch, Amanda Madigan

PUBLIC ATTENDEES

Three members of the public

Board President Tracy Castleberry called the remote meeting to order at 7 PM.

ABSTRACT

\$ 46,258.04. Radhika Ramesh moved to approve the November 10, 2020 abstract as presented. Michael Labombarda seconded the motion which carried.

November fiscal reports and the conservative spending plan for the remainder of 2020 were discussed.

MINUTES

Mary Doyle motioned for approval of the October 14, 2020 minutes. Chris Hall seconded. The motion was approved.

FRIENDS LIAISON REPORT

- Pam Burch reported that Friends have continued offering mini book sales and plan more scaled back events through the end of this year.
- No interruption in funding is anticipated for the approved 2020-21 Wish List.
- Donations and hall sale revenues are rebounding.
- The Friends want to thank Assistant Library Director Kate Prociuous for helping with the distribution of 8 cartons of donations to the Open Door Mission's Coldwater House. They are also working on distribution to Cameron Community Ministries.

HIGH SCHOOL LIAISON REPORT

- Ethan reported that school is off to a good start and remote learning is well established with students and families.
- The Sutherland High School library is increasing digital access with Swank, a video streaming service designed for K-12 students.

- Ad Fontes is a resource Mr. Regan uses with students in Participation in Government classes to teach about media bias.

TOWN LIAISON REPORT

- Kate Bohne Munzinger reported that the Town Board is in the midst of 2021 budget planning and placing emphasis on maintaining the same level of services despite a significant decrease in revenue and higher expenses.
- November's Town Board meeting can be viewed at <https://videoplayer.telvue.com/player/FcqTL0OYMCUGU6WlccUApyUL3twz4dm9V/media/599218?autostart=true&showtabssearch=true>.

LIBRARY DIRECTOR REPORT

- Amanda Madigan relayed that hiring for the open Children's Clerk position is underway.
- Staff training with United Way's 21-Day Racial Equity Challenge has been well received. Amanda thanked the trustees for the staff's boxed lunches that were enjoyed during a Zoom video meeting.
- Monroe County's designation as a yellow COVID zone necessitates the drafting of adjusted service plans. The library is prepared to return to the previous transactional model or curbside service if necessary.
- **Amanda presented a Foundation funding request for digital materials; HOOPLA \$2,000, Kanopy \$1,000, and Overdrive \$4,462. Farrah Ritter moved to approve the request as presented. Paul Seidel seconded the motion which carried.**
- Assistant Library Director Kate Prociuous and Amanda attended New York Library Association's 2020 Virtual Conference and thank the board very much for their support.
- The library budget for 2021 was discussed.
- **Amanda requested approval of American Library Association membership for 2021 as well as registration for their Midwinter meeting and Exhibits to be held virtually. Mary Doyle motioned for approval of the request and Radhika Ramesh seconded. Carried.**

ONGOING BUSINESS

- Recruitment Committee Chair Mary Doyle reported on the conclusion of the committee's 2020 business with the approval of candidates for recommendation to the Town Board.
- **During Executive Session October 14, 2020 Farrah Ritter moved to recommend Tracy Castleberry's second term on the board commencing on January 5, 2021. Chris Hall seconded the motion which carried. Mary Doyle motioned for the recruitment committee's nomination for the board of trustees to be presented to Pittsford Town Board for approval. Chris Hall seconded and the motion was approved.**

- The Volunteer Luncheon Committee will express appreciation to volunteers with the gift of newly designed Pittsford Community Library car magnets. The magnets were shown to meeting attendees and well received.

Board President Tracy Castleberry called for the meeting's adjournment at 7:58 pm with no exceptions.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY