Board of Trustees
Monroe Free Library
Minutes of the Monthly Meeting (held at MFL)
Date: June 12, 2023 7:30 PM

Trustees Present:
Patricia Shanley -President
Diane Egan- Secretary
Casey Auerbach- Treasurer
Nucula Brown
Nedda Tichi
Susan Tomaski
Terry Schommer

Trustees Absent:
John Fontana
Carol Connell Cannon - VicePresident

Via Zoom:
Elizabeth Perle

Also Present
Amanda Primiano
Mary Duffy
Joanne Movrich
Melanie Turner
Dianne Kenney

1. The meeting was called to order and the Pledge of Allegiance recited at 7:45.
   QUORUM WAS PRESENT.
   MOTION to adopt the agenda was made by Pat Shanley, seconded by Diane Egan.
   The MOTION was passed unanimously.
2. Disposition of the Minutes of previous meeting was postponed until the July meeting.
3. Public Comment – Mary Duffy announced the good news of becoming a grandmother. The Board expressed their congratulations to her.
4. **Directors Report**: An in-depth Directors Report was submitted to the Board by the Library Director prior to the meeting for the Board to read. Some highlights of the report were discussed by the Director:
   - Report on library usage statistics
   - Year of the Arts report – June will be the final month and the focus will be Drawing, MLB will be doing another community piece where people can pick up their “take and make” and draw a self-portrait and then add it to our self-portrait mural that will be in the lobby.
   - To make our patrons more aware of how much they save at each check out the new language that is at the bottom of every check out slip reads “It pays to borrow! You would have paid $ to buy these items. Thank you for using your library.”

- Diana Bayne has resigned from the Children's Assistant position. We have already started advertising the position and plan to hopefully have someone in place prior to our summer reading kickoff.
- Petition Signatures As of June 8, 2023, we have 219 signatures. The deadline to submit these signatures is July 5. We need a minimum of 700 but realistically 800-900 for cushion in case some of the signatures get rejected.
- Website Redesign We are slowly making progress on the website redesign, Jerome, Mary, and Amanda met with the website designer, and reviewed the new home page. We are now currently waiting for a static mockup and color palette examples.
- Staff Training Five staff members participated in a Mango language learning & Aspen (public facing catalog) training session.
- West Point Academy Collaboration The Library Director was approached by a WP Professor to discuss the possibility of collaborating with MFL on a service-learning project for her cadets during the fall. They discussed the possibility of the cadets working on a research-based project related to Monroe and our Spanish speaking population. All parties involved agreed to move forward with this project. This project will officially be moving forward and will start up in Mid-September and hopefully be completed by December 2023.
- Monroe Woodbury High School Humanities & MFL collaboration -We were approached by the MWHS librarian to collaborate with their Humanities classes on service learning projects. These projects will allow the students to understand the value of libraries. We will be working with them throughout the 2023-2024 school year on various projects.
- Girl Scout Gold Award & MFL Collaboration -The Library DIrector met with a Gold Award candidate who wants to collaborate with the library to focus on some type of community-based exhibit that would focus on mental health awareness. She is still working on the proposal, but they both agreed that a collaboration would be possible
- Bullet Aid from Senator Skoufis' office. We will be receiving $7,000 from Senator Skoufis's office for Bullet Aid courtesy of the taxpayers of the State of NY. We received word from RCLS in late May that he would be offering that funding to all the libraries in his district. Details have not been shared as of now.
- Small Business Month Series Summary-, the following activities took place: • 20+ sign ups • Launch the MFL Business LibGuide which will host updated Business Resources that we offer. Gabrielle Passick assisted with the development of the guide. • Over all 39 people participated in our 10 events.. The next steps include sending out a follow-up survey and looking for more information from the community as to what their needs are and when is the best time for them to participate.
- MFL Podcast: Only at the Library. Mike Maggin and Samantha Angarola are working on a podcast. The podcast's overall purpose is to provide a resource for the community to hear more about the library and get to know us as not

just library staff, but as members of the community. The tentative launch for the podcast is fall.
- The updated MFL Bylaws have been added to the website
- We care what you think Cards- read at the meeting.

5. **TREASURER REPORT –** An in-depth Treasurers Report, including the Trial Balance, the Cash Budget Report, and Net Worth Statement, was submitted to the Board by the Treasurer prior to the meeting for the Board to read.
    - Board member Terry Schommer suggested that an executive summary be made in addition to the financial reports each month.
    - A MOTION was made by Casey Auerbach, seconded by Terry Schommer, to accept the financial statements as presented. The MOTION was passed unanimously.

Standing Committee Reports

- Nominating Committee- A MOTION was made by Diane Egan, seconded by Casey Auerbach to nominate, and accept David Joye as a member of the MFL Board of Trustees for a term of 3 years. The MOTION was passed unanimously.
- Building & Grounds – leak issue is being addressed.
- By-Laws – Last months change in the by-laws has been updated on the website.
- Finance –. N/A
- Fund Raising. – RCLS summer program “Road Trip” maps will be available shortly
- Grants –The committee needs to draft a letter outlining our needs for Assemblyman Chris Eachus’ office file.
- Library Operations- Ballot Petitions must be filed by July 5. Board President Pat Shanley organized volunteers to work at various Town events to gather signatures for the Petitions.

  A MOTION WAS MADE BY CASEY AUERBACH, SECONDED BY NEDDA TICHI TO GO INTO EXECUTIVE SESSION TO DISCUSS LABOR AND PERSONNEL ISSUES. THE MOTION WAS APPROVED UNANIMOUSLY. AT 8:52. THE BOARD WENT INTO EXEUTIVE SESSION
  EXECUTIVE SESSION ENDED AT 9:40 AND A MOTION WAS MADE BY CASEY AUERBACH, SECONDED BY NEDDA TICHI, TO RESUME PUBLIC SESSION. THEMOTION CARRIED UNANIMOUSLY

- Long Range Planning – The committee recommends public focus sessions to move the process of planning for expansion further along.
- Public Relations – The book sale in July was discussed.

6. Old Business – Mary Duffy raised the issue of “unclaimed funds” that needs to be resolved

7 New Business – N/A

10. Good and Welfare – N/A

Call for adjournment. A MOTION for adjournment was made by Casey Auerbach seconded by Nedda Tichi
The MOTION carried unanimously

The meeting adjourned at 10:00

Submitted by Diane Egan, 6/14/2023