**Mt. Morris Library Board Meeting Minutes**

**Monday, October 2, 2023**

**5:00 PM**

Meeting called to order by President S. Gehrig at 5:00 PM

Trustees present: Stephanie Gehrig, Gary Moore, Ro Rudney, Donna Todd, Colleen Proctor, Jon LaDelfa, and Joanne Privitera

Trustee absent: none

Others present: Fernanda Astiz, director

Motion to approval of minutes from September 11, 2023 by G. Moore, 2nd R. Rudney: Motion carried (all ayes)

Treasurer’s Report - none

Jon will continue to question Rochester Community Fund regarding decrease in amount

Motion to approve Director’s Report by D. Todd, 2nd by J. Privitera: Motion carried (all ayes)

**Old Business**

* + Review of Harassment and Discrimination Prevention Policy - tabled until next meeting
	+ Stephanie and Fernanda will meet to update policy
* Bathroom update
* Fernanda’s compensation review/conversation
	+ Fernanda passed out materials for review - discussion at next meeting in Executive Session

**New Business**

* American Library Association
	+ Motion made by J. LaDelfa, 2nd by G. Moore to disassociate MM Library from ALA: Motion did not pass (Aye: JL, GM, Nye: SG, CP, JP, DT: Abstain - RR)
* Halloween
	+ Library will be open until 7pm
	+ Friends will pass out bags

**Programming updates** *(See Fernanda’s Report)*

**Other items:**

* Fernanda will evaluate clerks
* Various grants will be completed by Fernanda
* Gary suggested to update Disaster Plan
	+ Stephanie and Fernanda will update for approval at next meeting

Executive Session: none needed

Motion to Adjourn at 6:20 PM by J. LaDelfa, 2nd by G. Moore: Motion carried

NEXT MTG: November 6 , 2023 at **5:00PM**

**Mount Morris Library Association**

**Dr. M. Fernanda Astiz**

Director’s Report, October 2nd, 2023

**Staff updates**

I rewarded library clerks with subs for a job well done.

The first staff professional development day is scheduled for October 14th from 10:00 a.m. to 12:00 p.m. The library will open from 12:00 to 2:00 p.m. that Saturday.

The Employee Assistance Program (EAP) contract with ESI will expire on 11/30/2023. For this year’s renewal, ESI will not increase the cost per employee, which is $26.09/employee/year. The OWWL Library System will subsidize 50% of the cost ($13.05/employee) of this benefit if the library chooses to offer this benefit to its staff. This 50% subsidy applies only for this renewal,12/1/23-11/30/24. The final cost would be $13.04/employee/year for OWWL member libraries.

Due to a recent biohazard accident in the kids’ area of the library, I decided to obtain a couple of estimates to get the library's carpet cleaned (at least certain sections).

**Programs, collection, and grants**

The first Spice Club meeting was quite successful. Eight people (one child) were in attendance. Next month's spice is Paprika.

I continue to review and weed the library’s collections and repurpose the limited library space and furniture.

I have been offering library instruction sessions for youth 6 years old and older. This service has been well received among home-schooled users and patrons.

In observance of Hispanic Heritage Month and National Good Neighbor Day, dual language (English/Spanish) Story Time sessions are scheduled for this week.

All programs are being advertised in the Mount Morris Shopper.

I have been having conversations with *Quajay Donnell*, a Rochester-based photographer and writer whose work has focused on community and public art, to participate in next year's summer program. The program will include a teen photography workshop on next year's summer reading program theme, Adventure Begins at Your Library.

The Livingston County Health Department has been contacted about the availability of free rapid COVID-19 tests and offered the library as a possible distribution center for such tests.

I am working on two grants to be submitted to GVAC at the end of the month and applied for a grant to obtain NK95 masks for the community. The latter was approved. The first installment of masks was received this week.

The library is participating in The Poulin Project, which distributes the work of hundreds of contemporary writers and poets published by New York State independent presses to​ public​ schools,​ ​libraries, prisons, and alternative education centers throughout New York State​, free of charge. Books are distributed in ​box sets of 50-75 titles to 50 public institutions each year. ​The project creates collaborations between local communities, writers, editors, and publishers to bridge readers and students with resources they would not otherwise be able to acquire. The box sets will be shipped out in the coming weeks.

The community garden veggies hut was installed this past Tuesday and stocked up this past Thursday. I will seek additional donations for it.

**Website and social media**

All library policies must be posted on our website. I am progressively adding them to it.

The library has regained an active presence in social media, particularly on Facebook and Instagram.

Adobe Acrobat Pro has been purchased for the director’s computer.

Respectfully submitted.