



BOARD MEETING MINUTES

Wednesday, September 08, 2021, 5:00pm
PLSHQ 2557 State Rt. 21, Canandaigua, NY 14424

PLS Board Members present: Virginia Keenan, Judith McKinney, Ellen Mitchell, Subrata Paul, Christine Ryan, Elizabeth Smith-Rossiter, Jennifer Tessororf

PLS Board Members excused: Julie Gruendike

Also in attendance: Ron Kirsop, Suzanne Macaulay, Kelly Nemitz (PLS Staff); Stacey Wicksall (PLSDAC Liaison)

CALL TO ORDER:

Christine Ryan called the meeting to order at 5:05pm.

PUBLIC COMMENT PERIOD

There was no public comment.

ADOPTION OF THE AGENDA

MOTION 88: Ellen Mitchell moved to adopt the September 08, 2021 Agenda. Judith McKinney seconded and the motion carried.

APPROVAL OF THE MINUTES

MOTION 89: Judith McKinney noted a few typographical errors in the July 14, 2021 Minutes. Jennifer Tessororf moved to accept the Minutes with corrections. Ellen Mitchell seconded and the motion carried.

FINANCE REPORT

Kelly Nemitz reviewed the Treasurer's Report as prepared by Julie Gruendike.

Kelly Nemitz reviewed the Cash Activity Report from 07/09/21 through 09/03/21.

MOTION 90: Judith McKinney moved to accept the Cash Activity Report. Ellen Mitchell seconded and the motion carried.

Kelly Nemitz reviewed the Warrants from 07/12/21 (\$9,264.62), 07/22/21 (\$10,834.93), 08/05/21 (\$5,228.28), 08/12/21 (\$14,297.65), and 08/24/21 (\$147,538.56).

MOTION 91: Jennifer Tessendorf moved to accept the Warrants. Judith McKinney seconded and the motion carried.

Kelly Nemitz reviewed the YTD Report ending in 08/31/21.

MOTION 92: Judith McKinney moved to accept the YTD Report. Ellen Mitchell seconded and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

Ron Kirsop provide an update on Trustee Support including upcoming system Trustee Workshops and the statewide Trustee Book Club.

Ron gave an update on the Director Searches from various member libraries.

Ron provided a Legislative update on Senate Bills that will impact libraries including S4435 (Trustee Training) and S5753 (90/10 Construction Grant Match).

CENTRAL LIBRARY REPORT

Kelly Nemitz reviewed the 2021 Central Library Budget through 08/31/21.

MOTION 93: Jennifer Tessendorf moved to accept the 2021 Central Library Report. Ellen Mitchell seconded and the motion carried.

PLSDAC LIASON REPORT

Stacey Wicksall reviewed the PLSDAC Liaison Report which included highlights from Palmyra Community Library, Arcade Free Library, Livonia Public Library, Wood Library, Allens Hill Library, and Macedon Public Library.

OLD BUSINESS

MOTION 94: Ellen Mitchell moved to approve the System Plan of Service 2022 – 2026. Subrata Paul seconded and the motion carried.

MOTION 95: Jennifer Tessendorf moved to approve the Central Library Plan of Service 2022 – 2026. Virginia Keenan seconded and the motion carried.

MOTION 96: Judith McKinney moved to approve the Free Direct Access Plan 2022 – 2026. Ellen Mitchell seconded and the motion carried.

MOTION 97: Subrata Paul moved to approve the 32nd Annual Meeting Trustee Election Plan. Virginia Keenan seconded and the motion carried.

MOTION 98: Subrata Paul moved to approve the System Access and Confidentiality of Library Records Policy. Virginia Keenan seconded and the motion carried.

NEW BUSINESS

MOTION 99: Ellen Mitchell moved to approve the Personnel Change Report. Subrata Paul seconded and the motion carried.

MOTION 100: Ellen Mitchell moved to approve the Staff Health Insurance Plan. Judith McKinney seconded and the motion carried.

MOTION 101: Subrata Paul moved to approve the NY HERO Act Policy. Jennifer Tessendorf seconded and the motion carried.

MOTION 102: Subrata Paul moved to revoke the Confidentiality of Library Records Policy (replaced by the Systems Access and Confidentiality of Library Records policy approved in Motion 98). Ellen Mitchell seconded and the motion carried.

DISCUSSION: DMCA Takedown Request, led by Ron Kirsop

DISCUSSION: Cancellation of Director's Overnight Travel Request, led by Ron Kirsop

MOTION 103: Ellen Mitchell moved to approve payment to OverDrive (fiction) for \$26,729.50. Judith McKinney seconded and the motion carried.

MOTION 104: Ellen Mitchell moved to approve payment to OverDrive (nonfiction) for \$58,805.00. Subrata Paul seconded and the motion carried.

MOTION 105: Jennifer Tessendorf moved to approve payment to Geneva Public Library for \$20,970.00. Liz Smith-Rossiter seconded and the motion carried.

MOTION 106: Judith McKinney moved to approve the Final FY2022 Construction Aid Award Allocations. Ellen Mitchell seconded and the motion carried.

MOTION 107: Ellen Mitchell moved to approve the FY2022 Coordinated Construction Aid Project. Jennifer Tessendorf seconded and the motion carried.

ADJOURN

MOTION 108: Ellen Mitchell moved to adjourn the meeting. Liz Smith-Rossiter seconded and the motion carried. The meeting adjourned at 6:08pm.

NEXT MEETING

Wednesday, October 13, 2021 at 5:00pm followed by the 32nd Annual Meeting at 6:00pm.

Respectfully submitted,
Suzanne Macaulay
Approved on October 13, 2021