

Irondequoit Public Library Board of Trustees  
 Monthly meeting  
 Minutes of August 18, 2021

**Call meeting to order:** 6:33 pm.

**Present:** Tyler Kwolek, president; Collene Burns, treasurer; Betty Brewer-Johnson, Phil Harriman, and Kelly Metras, trustees at large.

**Attending remotely:** Cicely Strickland-Ruiz, vice president; Susan Kramarsky, trustee at large. Trustees attending remotely abstained from all votes for this meeting.

**Guests:** Greg Benoit, library director; Fran Manion, Foundation liaison; Amy Holland, children's librarian/staff liaison; Stephanie Schubmehl, library bookkeeper.

**Absent:** Rachel Snyder.

**Approval of agenda:** Approved.

**Approval of minutes:** Minutes of July 29, 2021 approved.

**Attendance:** Next meeting originally scheduled for September 15, 2021, which would fall on Yom Kippur. September 8 and September 10 were proposed as alternative meeting dates. September meeting will also be a hybrid format, with at least a voting quorum present in person. Any trustees attending remotely will abstain from all votes.

**Public forum**

Comments submitted via email: None.

Sister libraries initiative

- Christine Simons, substitute librarian at IPL, along with Terri Dalton, Carolyn Hamil, and Carol Trout, presented a proposal for establishing a sister libraries relationship with the Roma Public Library in Starr County, TX. The group was interested in connecting with a community whose needs and culture are substantially different from Irondequoit's, and chose Roma for its large immigrant population.
- Details of the program are yet to be worked out, but the Starr County supervisor has tentatively expressed interest. If approved by the board, teams from IPL and Roma would meet via Zoom to establish a specific plan of action.
- The team outlined potential benefits to both parties, including positive publicity, cultural exchange via pen pal relationships, and collaboration on programming.
- Betty and Kelly expressed interest in representing the board on this project. Still to be determined are funding sources, buy-in from the Roma Public Library, and specifics on how this might fit in with IPL's operations. The board will revisit the initiative at its October meeting.
- Motion to endorse exploration of a sister library partnership with Roma Public Library and form a working group, including a board liaison, to bring back a proposed memorandum of

understanding governing the scope of the project for review at the October 2021 meeting. Seconded. Motion carried, Cicely and Susan abstaining.

**Town board liaison report:** No direct word from Supervisor Perticone, but Maria Vecchio continues to do an excellent job ensuring lines of communication with the town are open.

**Foundation report:** No open funding requests at this time, but the Foundation is ensuring it maintains financial resources to offer support to the library.

**Friends report:** Per Phil, the Friends are tentatively planning a book sale to coincide with the art show typically held at the library in November (pending any new Covid restrictions).

### **Staff liaison report**

Meeting rooms: Amy Holland passed along information on meeting room usage compiled by Synn Lymn McLaughlin following the library's recent transition to the LibCal calendar software. Meeting room bookings are ramping up, with August usage already surpassing all of July.

Covid protocols: In keeping with town guidance, masking is once again required for all library staff and encouraged for patrons, regardless of vaccination status.

Other news: Staff recently participated in a town-wide survey gauging employee satisfaction. Nancy Cowan organized an electronics recycling event on August 12.

### **Community engagement committee**

Student representatives: Betty has been in contact, although no student reps were able to attend this evening. Further opportunities for engagement planned.

Local legislators: Congressman Joe Morelle will attend an event at the library honoring Rochester's Ukrainian community on August 24. State senator Samra Brouk and state assemblymember Sarah Clark will be at the library on September 29 for a town hall meeting on childcare issues. Any interested board members encouraged to attend.

### **Organizational development committee**

Unattended child policy: Discussion postponed. No committee meeting this month.

Board vacancy: Susan and Rachel have interviewed a potential candidate who works for Heritage Christian Services and will send her information out to the rest of the board.

### **Finance committee, vouchers, financial report**

#### Financial report

- Revenue: Revenue this month was boosted by payments from MCLS for Local Library Services Aid and Irondequoit's share of online fines for the first half of the year. Income

from library charges is on track to meet or exceed what was projected for this year; copier and miscellaneous income may fall short but will be close to target if trends from the past two months continue. Overall revenue collection is at 97.9 percent.

- Expenses: Personnel spending was (artificially) up this month due to July having three pay periods, and the first half of our MCLS cost share payment is now reflected on the services and supplies line. Overall spending now stands at 55.5 percent of our budget, with salaries at 52.7 percent, library materials at 49.4 percent, and services and supplies at 39.2 percent. As with last month, note that significant retirement, interest, and maintenance chargeback expenditures are upcoming.

#### Vouchers

- Vouchers of note: #174, Fusion: includes VMware Essentials Plus and Brightsign renewal this month, along with the usual monthly charges for Splashtop remote access. VMware and Brightsign are both planned for in our computer software budget. #178, Rochester Accessible Adventures: Yearlong agreement providing training and support for inclusive programming as part of the Community Health Inclusion Initiative. This will account for a significant portion of our professional development budget.
- All vouchers were approved, with Cicely and Susan abstaining.

#### 2021 budget

- HVAC repairs
  - Collene provided background on the library's HVAC system, which has experienced leaks and other serious malfunctions almost since the building opened. A thorough investigation, including a review of other buildings operating the same system, traced all issues back to faulty connectors. The company responsible for manufacturing the component has since declared bankruptcy, precluding any possibility of legal action to recover money from them.
  - Per Bob Kiley, the only viable solution is to replace compressor units and piping throughout the building. Work will continue into 2022, but about \$120,000 is needed for 2021, of which the town has already covered about half.
  - For the remaining \$60,000, the finance committee has identified available funds in the following budget lines: \$11,000 from personnel due to a part-time library assistant position that remained vacant during the library's reduced open hours; \$10,000 from the contingency line created specifically for emergency repairs; and \$4,200 from computer maintenance, originally budgeted for tech support services that are now covered by Kevin Labarr as part of his work for the town.
  - The remaining \$34,800 can be withdrawn from the library fund balance.
  - Motion to cover the cost of emergency HVAC repairs, as discussed in this meeting, by transferring \$11,000 from the part-time clerical budget (005.7410.0102.1100.7415), \$10,000 from contingency (005.1990.4120), and \$4,200 from computer maintenance (005.7410.4250). Seconded. Motion carried, Cicely and Susan abstaining.
  - Motion to withdraw \$34,800 from the library fund balance to cover the remaining cost of emergency HVAC repairs. Seconded. Motion carried, Cicely and Susan abstaining.
- Bullet aid and Foundation requests
  - Bullet aid: The library is in line to receive \$30,000, with funds expected to be available in late 2021 or early 2022. Bullet aid can only be spent on the specific projects for which it

is requested. The bulk of the \$30,000 is designated for website development, with about \$2,500 designated for livestreaming equipment and any remaining funds to be used for collection diversification.

- Children's room doors: Longstanding funding request to the Foundation which will need to be revisited once HVAC issues are resolved. Will coordinate with Bob Kiley on a request for proposals.
- Staff laptops: Estimated cost is \$32,500. Finance committee is working on a request to the Foundation, as the library's regular operating budget will be unable to accommodate this expense on top of the HVAC repairs.

### 2022 budget

- The theme of next year's budget is "Reimagination, Realignment, Rediscovery."
- Most proposed changes are routine, including a 2.5 percent salary increase mandated in the union contract that by past precedent has also been applied to positions outside the collective bargaining agreement. A few are more substantive:
  - The town's proposed personnel budget restores funding for two part-time positions that had previously been eliminated.
  - The proposed computer hardware budget includes an additional \$15,000 for a new network switch.
  - Although additional funding options were discussed, including the possibility of pursuing an insurance claim, it was determined by the finance committee to propose a one-time increase in the contingency line item to cover remaining HVAC repairs. For 2022, the proposed contingency budget is \$130,000 (\$120,000 for repairs in addition to the \$10,000 usually budgeted).
- A discussion of potential new initiatives with budget implications followed. In keeping with the 2022 budget theme, the board reached a consensus to focus on expanding use of the maker's lab; diversifying the collection; and connecting with the community center, students, and senior citizens. Collection diversification can likely be funded through bullet aid and/or the Foundation.
- Greg will come up with preliminary numbers for the cost of initiatives in these three areas ahead of the next meeting.

### **Technology committee**

- Transition to LibCal booking software has been well-received and comes at a savings of almost \$1,400. The library was also able to cancel its seldom-used cable service through Spectrum.
- Public computers have been restored to pre-pandemic capacity.
- Discussions with web developers continue. At least three firm quotes from local vendors will be in place by the time bullet aid funds become available.
- Tyler will reach out to Kevin Labarr for more specifics on the need for a new network switch in 2022.

### **Old business**

MCLS Document of Understanding Review: Discussions in progress. The group will prepare a summary to be shared with the rest of the board ahead of the due date for signing.

### **New business**

#### Future meetings

- An in-person quorum is needed for upcoming meetings. Currently, open meetings law dictates that any trustee attending remotely must share their location and make it open to the public in order to participate as a voting member.
- The board will consider reserving all three large meeting rooms or separating into two locations within the library to facilitate social distancing for future meetings.

**Director's report:** Attached.

### **Review of meeting action items**

- Poll on September meeting dates
- Update September agenda with items discussed at this meeting
- Tyler to share list of items needed for memorandum of understanding on sister libraries program
- Betty and Kelly to meet and discuss sister libraries program
- Susan to share information on new board candidate

**President's remarks:** Thanks to all for hard work, great dialogue, and maintaining focus throughout a lengthy meeting covering a wide range of topics.

**Adjournment:** Meeting adjourned at 9:32 pm.

Respectfully submitted by,  
Stephanie Schubmehl  
For board secretary Rachel Snyder

**IRONDEQUOIT PUBLIC LIBRARY  
REVENUE**

7/31/2021

GROUP	FUND	DESCRIPTION	2016	2017	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2021	2021 %
			ACTUAL	ACTUAL					YTD JUL 21	BALANCE	
0	0005-1001	Property taxes	\$2,100,623	\$2,192,602	\$2,147,986	\$2,334,611	\$2,507,625	\$2,495,508	\$2,495,508	\$0	100.0%
0	0005-2080	Misc income (book sales, printing, room rental)	\$48,569	\$52,807	\$56,733	\$62,485	\$23,605	\$46,475	\$25,287	\$21,188	54.4%
0	0005-2082	Library charges (overdue & lost fines)	\$82,044	\$79,862	\$76,681	\$67,370	\$32,500	\$32,900	\$23,126	\$9,774	70.3%
0	0005-2655	Copier receipts	\$1,963	\$2,125	\$2,471	\$3,709	\$1,481	\$3,130	\$1,772	\$1,359	56.6%
0	0005-3889	Other culture & rec (NYS Local Library System Aid)	\$15,564	\$15,572	\$15,727	\$15,734	\$12,263	\$12,400	\$3,066	\$9,334	24.7%
0	0005-2701	Refund prior year expenses	\$0	\$383	\$4,213	\$334	\$4,838	\$0	\$0	\$0	0.0%
0	0005-3890	State grant (youth fine elimination)	\$0	\$0	\$0	\$0	\$0	\$14,000	\$0	\$14,000	0.0%
0	0005-4911	Federal CARES Act funds					\$33,303	\$0	\$0	\$0	0.0%
0	0005-5031	Interfund transfers	\$0	\$0	\$0	\$85,000	\$40,000	\$40,000	\$40,000	\$0	100.0%
<b>Subtotal - revenue</b>			<b>\$2,248,763</b>	<b>\$2,343,351</b>	<b>\$2,303,811</b>	<b>\$2,576,001</b>	<b>\$2,655,615</b>	<b>\$2,644,413</b>	<b>\$2,588,758</b>	<b>\$55,655</b>	<b>97.9%</b>

**EXPENSES**

GROUP	FUND	DESCRIPTION	2016	2017	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2021	2021 %
			ACTUAL	ACTUAL					YTD JUL 21	BALANCE	
1		Salaries	\$993,483	\$934,119	\$998,983	\$983,163	\$964,129	\$1,035,354	\$545,804	\$489,550	52.7%
2		Equipment & capital	\$3,738	\$0	\$2,764	\$2,565	\$4,529	\$2,500	\$0	\$2,500	0.0%
4	7410-4050	Library materials	\$142,924	\$154,850	\$170,967	\$178,336	\$169,598	\$178,000	\$87,991	\$90,009	49.4%
4		Services & supplies	\$215,080	\$318,641	\$354,003	\$329,561	\$342,006	\$351,335	\$137,819	\$213,516	39.2%
4		Contingency - contracted services				\$0	\$0	\$10,000	\$0	\$10,000	0.0%
6		Principal on debt	\$10,866	\$180,882	\$202,000	\$210,000	\$175,000	\$325,000	\$325,000	\$0	100.0%
7		Interest on debt	\$61,583	\$259,278	\$144,424	\$335,100	\$449,852	\$296,000	\$149,625	\$146,375	50.5%
8		Employee benefits	\$580,970	\$437,937	\$447,806	\$446,414	\$413,337	\$446,224	\$221,128	\$225,096	49.6%
<b>Subtotal - expenses</b>			<b>\$2,008,644</b>	<b>\$2,285,707</b>	<b>\$2,320,946</b>	<b>\$2,485,140</b>	<b>\$2,518,450</b>	<b>\$2,644,413</b>	<b>\$1,467,367</b>	<b>\$1,177,046</b>	<b>55.5%</b>



**BOOKSTORE SALES**

<b>Month</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
January	\$2,729.61	\$2,429.70	\$2,838.37	\$2,556.20	\$3,703.00	\$3,020.96	\$1,436.73
February	\$1,748.98	\$1,981.05	\$2,638.92	\$3,212.03	\$2,869.51	\$3,366.15	\$1,643.74
March	\$2,610.09	\$2,775.99	\$2,499.42	\$2,803.75	\$3,557.86	\$1,259.15	\$1,874.60
April	\$1,579.91	\$2,651.65	\$2,598.01	\$2,902.58	\$3,807.34	\$297.18	\$2,170.55
May	\$2,176.68	\$2,421.28	\$2,084.10	\$2,578.75	\$3,250.41	\$0.00	\$1,984.45
June	\$1,815.83	\$2,179.91	\$2,377.03	\$2,412.75	\$3,022.36	\$0.00	\$2,471.25
July	\$1,669.83	\$2,649.47	\$2,310.50	\$2,463.35	\$2,327.85	\$0.00	\$2,267.70
August	\$804.03	\$2,845.65	\$2,939.75	\$2,923.96	\$2,269.19	\$0.00	
September	\$1,338.94	\$2,305.98	\$2,960.88	\$3,677.35	\$2,583.29	\$0.00	
October	\$2,571.56	\$2,418.06	\$2,598.09	\$2,793.75	\$1,837.73	\$754.85	
November	\$2,274.22	\$2,052.25	\$2,396.25	\$3,180.29	\$1,901.41	\$493.25	
December	\$1,653.62	\$2,506.47	\$3,489.61	\$3,142.75	\$2,350.28	\$2,338.53	
<b>Total</b>	<b>\$22,973.30</b>	<b>\$29,217.46</b>	<b>\$31,730.93</b>	<b>\$34,647.51</b>	<b>\$33,480.23</b>	<b>\$11,530.07</b>	<b>\$13,849.02</b>



**August 18, 2021 voucher list**

<b>VOUCHER</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>FUND</b>
165	Alliance Entertainment	Library materials	\$117.95	4050
166	Amazon (materials account)	Library materials	\$204.50	4050
167	Amazon (supplies account)	Professional services, programming (plastic egg shakers for storytime)	\$22.98	4408
167	Amazon (supplies account)	Supplies, office	\$327.16	4570
168	Baker & Taylor	Library materials	\$4,385.44	4050
169	Baker & Taylor Entertainment	Library materials	\$1,442.68	4050
170	Barnes & Noble	Library materials	\$82.91	4050
171	Brodart	Supplies, library processing	\$381.41	4576
172	Cengage Learning	Library materials	\$236.16	4050
173	Demco	Supplies, library processing	\$112.49	4576
174	Findaway	Library materials	\$1,760.85	4050
<b>175</b>	<b>Fusion</b>	<b>Computer software</b>	<b>\$1,488.00</b>	<b>4090</b>
176	Ingram	Library materials	\$206.17	4050
177	Online Labels	Supplies, office	\$38.94	4570
178	OverDrive	Library materials	\$876.46	4050
<b>179</b>	<b>Rochester Accessible Adventures</b>	<b>Community Health Inclusion Initiative (one-year contract, provides ongoing training and support for inclusive programming)</b>	<b>\$6,750.00</b>	<b>4100</b>
180	Dennis Ruddy	Miscellaneous expenses (shelving assembly for children's library)	\$200.00	4360
181	Staples	Supplies, office	\$75.27	4570
182	T-Mobile	Library materials	\$2,755.26	4050
183	W.B. Mason	Supplies, office	\$237.18	4570
<b>Total</b>			<b>\$21,701.81</b>	

**August 21, 2021 voucher list**

<b>Fund</b>	<b>Fund total</b>
4050	\$12,068.38
4090	\$1,488.00
4100	\$6,750.00
4360	\$200.00
4408	\$22.98
4570	\$678.55
4576	\$493.90
<b>Grand Total</b>	<b>\$21,701.81</b>



## **Rochester Accessible Adventures: Community Health Inclusion (CHI) Initiative Irondequoit Public Library**

### **PROPOSAL**

Rochester Accessible Adventures (RAA) proposes entering into a multi-year contractual agreement with Irondequoit Public Library to work with its staff to evaluate the current systems of including people with disabilities in program services, make recommendations to remove barriers that inhibit inclusive participation, and to support the development and implementation of new operational practices that will enable people with disabilities to fully engage in all of the Library's programs.

By initiating a Community Health Inclusion (CHI) initiative with RAA, Library Staff will be mentored by RAA Inclusion Specialists who will work collaboratively with stakeholders to schedule and perform the following functions:

- Complete the Roadmap to Inclusion assessment and training process with up to 5 stakeholders
- Develop a Strategic Inclusion Action Plan which incorporates physical access and social inclusion into current policies, procedures and programs, and which results in a Recommendations Report the Library can use to guide the implementation process
- Establish pathways for families who have a member with a disability and agencies that serve them to connect with the newly inclusive programming. Includes Inclusion Specialist work to provide community education, outreach at agency fairs, social media, website, and public media promotion of the Library's programs
- Provide Inclusive planning support which addresses both in-person and virtual community connections to the 9.9%+ people living with a disability in Irondequoit
- Augment the Library's programming with access to RAA's CommunityPals for trained volunteer support, as well as rights to use of the Community Health Inclusion (CHI) seal for establishing your work in the community
- Provide on-going staff, volunteer and peer-to-peer training and support to Staff and Volunteers engaged in sustainable inclusive programming. Includes access to Inclusion Specialist via email, phone, and in-person visits.

Projected First Year Inclusion Specialist Hours on behalf of Irondequoit Public Library: up to 150

**First Year Contract Fee: \$6,750**

Projected on-going annual contract fee: \$3,375

*Proposal Submitted March 9, 2021 by:*

*Anita O'Brien, M.A., CTRS, Executive Director, Rochester Accessible Adventures*

*Contact: [aobrien@rochesteraccessibleadventures.org](mailto:aobrien@rochesteraccessibleadventures.org), 585-491-6011*



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## Rochester Accessible Adventures Community Health Inclusion (CHI) Initiatives

**Purpose:** An RAA Community Health Inclusion (CHI) initiative is a collaborative partnership between RAA and your entity in order to transform your business to include people with disabilities whenever you are providing your services.

### Goals of RAA's CHI initiatives:

- Provide three layers of support to ensure your entity can create sustainable inclusion best practices
  - Assessment and Recommendations - training in disability culture, adaptive equipment and modifications, best practices
  - Guided implementation of Strategic Plan – hands-on application and implementation of inclusive practices
  - Community Recognition and On-Going Support – outreach, connections, promotion, and continued support
- Train activity-based recreation businesses, community centers, and municipal recreation centers to operate inclusively so that inclusive recreation opportunities exist in people's hometowns
- Promote our CHI partnership with an RAA CHI seal to recognize your efforts in inclusion and promote your business as a destination location

For more information, please contact:

Anita O'Brien, MA, CTRS, Executive Director, Rochester Accessible Adventures  
[aobrien@rochesteraccessibleadventures.org](mailto:aobrien@rochesteraccessibleadventures.org), 585.491.6011



## *A Community Health Inclusion partnership with Rochester Accessible Adventures transforms your recreation business to include people with disabilities!*

Rochester Accessible Adventures invites you to contract with RAA in a Community Health Inclusion (CHI) initiative – multiple layers of support and training, allowing your business to operate inclusively with support, resources, training, and community connections.

### **Community Health Inclusion Contract**

**Your contract includes these amazing features:**

- **A Mentored Inclusivity Assessment** in the first year (based on SUNY Cortland's Inclusive Recreation Resource Center's tool) which includes an online training for 5 stakeholders from your facility, and easy to use training resources for ALL of your staff.
- A detailed report on your current inclusivity operations, with strategic goals for your business to address the needs of people with disabilities and their families who may want to use your business.
- An **Inclusion Specialist** to become your Inclusion Contact or support your own Inclusion Contact.
- Annual co-facilitated events/programs/clinics to introduce your staff to new inclusive programs and provide **hands-on experiences** so staff can translate their learned principles of inclusion into practical, confident skills.
- Ability to utilize RAA's trained volunteers - **CommunityPals** or **CanalPals** - to support your inclusive operations.
- **Always updated information and training** on adaptive equipment options for your business.
- Your business's descriptive information will be available on Cortland IRRC's **national database directory** – a searchable world-wide web-based recreation database, with possible links to tourism databases
- **On-going local, regional, state, and national promotion** of your business' involvement in inclusion best practices, through social media, web promotion, radio, and television promotion, as well as yearly targeted outreach to individuals with disabilities and their families through our Regional Resource Network events.
- RAA's **Community Health Inclusion Initiative seal** which can be used by your business to promote your commitment to inclusion.




The annual contract fee will vary based on the size and scope of your business. We will determine that amount after our initial introductory meeting.

**Here are changes that our CHI partners are already making:**

- Pickled Power’s pickleball instructor teaches inclusively at municipal and private classes across the community.
- Erie Canal Boat Company provides standard and adaptive kayaking and cycling rentals every day they are open for business, with staff trained in inclusion principles and in equipment modifications.
- Healthy Highway’s family wellness program deliberately targets families with and without a member with a disability, launching an inclusive whole- person wellness approach to health.
- Genesee Valley Park Sports Complex trained all of its staff in inclusion Principles and have engaged in strategic planning which impacts their programs such as hockey and aquatics, including adding inclusive programming.
- Victor Parks and Recreation, completed operational assessment, trained core administrative and program staff, and intentionally developed it’s Strategic Plan with task items for increasing physical accessibility of its facilities, including re-grooming paths in it extensive 75+ mile network of off road trails for adaptive mountain biking, modifying bocce courts and fishing docks for wheeled access, and adding concrete walkway/seating pads for accessibility to their outdoor bandstand. Physical accessibility is being matched by plans for socially welcoming programming.
- Irondequoit Recreation is revamping its operational and programmatic policies to ensure their ability to support a variety of constituents from their community, including their staff hiring/training policies, program delivery models (eg, providing a mobile sensory station at programs), and community outreach efforts (eg, adding “CC” to flyers about summer movies in order to be deliberate about reaching families for whom that ensures access). Facility planning is conducted through a lens of inclusion.
- RAA’s CanalPal and CommunityPal Volunteer program pairs volunteers with CHI partners to provide a layer of support while individuals with disabilities are participating in inclusive activities.
- CHI partners engage in community outreach in order to ensure individuals with a variety of disabilities are aware of their commitment to inclusive recreation.






**IRONDEQUOIT RECREATION**  
 PEOPLE • PARKS • PROGRAMS  
 585-338-6070  
[parksandrec@irondequoit.org](http://parksandrec@irondequoit.org)

**RECREATION DIRECTOR**  
 KATHLEEN HOPKINS

**RECREATION STAFF**  
 Meredith Saul, Recreation Leader  
 Jessica Berggren, Recreation Leader  
 Amanda Matthews, Recreation Assistant  
 Tina Stinson, Special Events  
 Jacki Fisher, Parks Special Events Assistant  
 Carol Ferguson, Special Events Assistant  
 Susan Liberman, Social Media/Office Staff  
 Colleen Spadaro, Registration Office Staff  
 Megan Hoffman, Registration Office Staff  
 Debrae Harwood, Finance & Office Clerk  
 William Lewis, Senior Recreation Aide

**TONY BOARD**  
 David Eddy, Board Representative  
 Members: Jeff Perkowski, Annie Spagnuolo,  
 Patricia Freeman & Peter Wozniak

*Proud Member of*



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**CHASE ACCOUNTS**

**JULY 2021**

**NON-PUBLIC FUNDS MMDA \*\*\*\*\*9050**

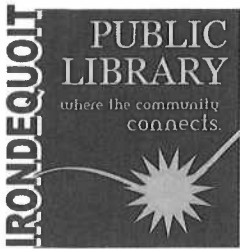
<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
7/1/2021	Opening balance			\$34,143.04
7/30/2021	Interest	\$0.87		<b>\$34,143.91</b>

**PUBLIC FUNDS MMDA \*\*\*\*\*2587**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
7/1/2021	Opening balance			\$6,795.70
7/30/2021	Interest	\$0.17		<b>\$6,795.87</b>

**CHECKING \*\*\*\*\*7700**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
7/1/2021	Opening balance			\$1,555.09
7/30/2021	No transactions			<b>\$1,555.09</b>



## **Irondequoit Public Library**

Director's Report

Wednesday, July 21, 2021

### **1. Irondequoit Public Library Public Meeting Room Use**

The library has resumed taking reservations for public use of the second floor study rooms and first floor meeting rooms. The self-service room reservation modules have been added to the library's website enabling the public to submit reservations for study rooms and requests for meeting rooms 24 hours/day 7 days/week.

### **Waves of Community Exhibit & Program**

The Ukrainian Federal Credit Union, Ukrainian-American Community Foundation, Rochester Ukrainian Group, and the Ukrainian Cultural Center of Rochester have partnered with the University of Rochester's Department of Rare Books, Special Collections, & Preservation to coordinate *Waves of Community*. *Waves of Community* is an exhibition and program showcasing the works, artifacts, and vision of Mirko Pylyshenko, artist, archivist, and community leader who taught art at SUNY Brockport and other Rochester area universities for 36 years.

The exhibition of art and papers will be on display in the Irondequoit Public Library Muisus Family Local History Gallery between August 10 and November 28. A companion program will be held on August 24, 2021 at 6:30 PM.

The Ukrainian Federal Credit Union will present the library with a \$500 donation at the program. I have been asked to make brief remarks highlighting the Ukrainian Federal Credit Union's contributions to the library. Congressman Joseph Morelle and Monroe County Executive Adam Bello are expected to be in attendance along with a delegation of dignitaries from Ukraine.

### **New York State Senator Samra Brouk: Childcare Town Hall Meeting**

New York State Senator Samra Brouk and Assemblywoman Sarah Clark are hosting the second installment in their town hall meeting series at the Irondequoit Public Library on September 29 at 5:00 PM.

Building on the success of the Small Business Town Hall, this meeting will focus on childcare resources and solutions, and will feature a panel of local childcare providers, educators, and health experts. The panel is tentatively scheduled to include one of our children's librarians speaking about what parents should look for in a daycare provider.

### **BOCES TASC & ESOL Classes**

The start date for the partnership with BOCES has been pushed back to September pending forthcoming approval from the New York State Department of Education.

### **2. Town of Irondequoit ICARE**

#### **COVID-19**

The Town of Irondequoit has asked all employees to wear masks when interacting with the public pr when interacting with coworkers at distances less than 6'. All library team members have been complying. Signage on the front door has been changes to state that the both vaccinated and unvaccinated patrons are strongly encouraged to wear a mask.



**3. Facilities Report**

There are no facilities updates this month.

**4. Personnel Report**

There were no personnel changes in the month of June.

**5. Financial Report & Vouchers**

Stephanie will send copies of the vouchers to the Library Board.

**6. Correspondance**

No correspondence to report in July.

**Irondequippit Public Library**  
**Statistical Report to the Library Board**  
**August 2021**

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Wi-Fi Usage		Circulation	
	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021
Year														
January	7,896	3,804	19,091	6,601	385	20	2,572	437	2,778	650	12,356	8,198	43,121	30,507
February	7,080	3,750	17,684	7,199	315	23	2,799	655	2,330	702	10,979	8,018	45,141	30,025
March	3,874	4,121	8,951	8,973	345	24	1,270	226	1,223	892	7,720	9,609	25,700	31,839
April	18	3,544	0	7,729	23	19	1,232	287	0	768	3,446	9,584	5,936	31,141
May	72	3,018	0	7,723	26	10	743	233	0	821	4,280	11,491	6,219	30,143
June	1,648	3,838	3,986	10,826	28	27	453	833	0	996	4,901	13,120	3,648	35,175
July	7,069	4,195	5,613	12,150	34	31	487	879	101	1,027	5,871	12,092	10,576	38,566
August	2,803		6,260		22		662		148		6,178		17,552	
September	5,651		6,807		14		178		366		6,658		22,874	
October	5,174		17,855		17		292		581		9,213		26,344	
November	3,887		7,544		14		204		451		8,145		23,512	
December	4,662		6,317		16		193		570		8,375		30,875	
<b>Total</b>	<b>49,834</b>	<b>26,270</b>	<b>100,108</b>	<b>61,201</b>	<b>1,239</b>	<b>154</b>	<b>11,085</b>	<b>3,550</b>	<b>8,548</b>	<b>5,856</b>	<b>88,122</b>	<b>72,112</b>	<b>261,498</b>	<b>196,889</b>
<b>Avg/Month</b>	<b>4,153</b>	<b>3,753</b>	<b>8,342</b>	<b>8,743</b>	<b>103</b>	<b>22</b>	<b>924</b>	<b>507</b>	<b>712</b>	<b>837</b>	<b>7,344</b>	<b>10,302</b>	<b>21,792</b>	<b>32,815</b>