

**Irondequoit Public Library Board of Trustees**  
**Monthly meeting**  
**Minutes of February 18, 2026**

**Call meeting to order:** 6:29 pm.

**Present:** Susan Kramarsky, president; Patricia Gogniat, vice president; Sarah Yannello, co-secretary; Rachel Snyder, treasurer; Nick Robertson and Meaghan de Chateauvieux, trustees at large.

**Present via teleconference:** Michael Huntone and Nick Zinni, trustees at large.

**Guests:** Greg Benoit, library director; Ann Cunningham, town board liaison; Adriana Schubmehl, maker's lab librarian (staff liaison); Stephanie Schubmehl, library bookkeeper.

**Absent:** Erin Dougherty, co-secretary.

**Approval of agenda:** Approved.

**Approval of minutes:** Minutes of January 21, 2026 approved.

**Attendance for next trustee meeting:** Next meeting March 18, 2026. No conflicts noted. Mr. Benoit will ensure 2026 meeting dates are posted on the library website.

**Attendance for board retreat:** Board retreat scheduled for February 21, 2026. Ms. Gogniat is unable to attend; no other conflicts noted.

**Public forum:** None; no comments submitted to board email.

**Town board liaison report**

- Supervisor Perticone's transition team has met with town employees across departments and will issue a report soon.
- After an RFP and interviews with three law firms, the town has decided to continue using McConville Considine Cooman & Morin PC for legal services. RFPs were also issued for a town engineering firm and for leaf pickup.
- Monroe County communications director Steve Barz has been appointed to fill the town board seat vacated by John Perticone. He will need to run for election in November.
- The town is seeking candidates to replace Jason Vinette as HR director.
- Following a series of meetings in which both waste haulers committed to better communication, Waste Management and Casella have had their operating licenses extended through the end of the year.

- Ms. Cunningham is working with Lifespan to develop a plan for a volunteer transportation program using funds from a community development block grant.
- The former town supervisor is suing both the town and each individual board member in what could turn into a lengthy legal battle.

**Foundation report:** See director's report for updates on children's library renovation. The Foundation received a substantial donation from the estate of Len Messineo and will be naming the children's library after him. Plans for a new sign and memorial plaque are underway.

### **Staff liaison report**

- This month's staff liaison was Adriana Schubmehl, who is still overseeing the processing department in addition to her new responsibilities as maker's lab librarian. Ms. Schubmehl emphasized her gratitude for the processing team and other staff members who have stepped up to assist with processing tasks, as well as Sarah Knight for her maker's lab expertise.
- During a reference meeting as part of Monday's staff training day, many staff members expressed interest in training on generative AI, identifying reliable sources, and conducting a reference interview. Staff have reported patrons asking for assistance researching nonexistent concepts or acting on information from misleading AI-generated email summaries, and purchasing librarians have noticed AI-generated titles being offered for sale by the library's main book vendor.

**Long-range plan check-in:** See director's report.

### **Finance committee**

#### Finance updates

- After reviewing a proposal from a paid facilitator, the committee recommended having the board retreat facilitated internally.
- The town has agreed to allow use of unspent ARPA funds originally designated for Tri for Wellness programs for a visit from the Whalemobile (see director's report).
- See director's report for capital improvement project requests.

#### Invoices

- Invoices of note: #INV-US-80020, EnvisionWare: License and maintenance renewal for public printing management and print station; #13162, Monroe County Library System: 2026 Empire Passes for free admission to state parks.
- Motion to approve all invoices listed in the attached spreadsheet for payment. Seconded. Motion carried.

### **Organizational development committee**

- The committee discussed the upcoming board retreat at its most recent meeting. Ms. de Chateauvieux and Ms. Snyder will facilitate.
- Attorney Stephanie Cole Adams will be working with the committee, library staff, and town HR to update the library's personnel policy, which is now ten years old. A draft will be available for review prior to the September board meeting.
- In response to a question from Ms. Snyder, Mr. Benoit indicated that the rubric for performance evaluations would be updated along with the personnel policy. The current rubric is a generic one used townwide.
- Copies of committee charters were shared for all trustees to review ahead of the board retreat on Saturday.

### **Community engagement committee**

- An Eastridge junior has applied for a student representative position and will be invited to attend the March board meeting.
- Ms. Yannello discussed partnering with Irondequoit schools and youth services staff to develop a summer literacy program in addition to the usual summer reading activities. She noted that recent statistics indicate a high percentage of New Yorkers graduate high school reading at or below a fifth-grade level.

### **Technology team**

- See director's report for updates on assistive technology for meeting room AV system.
- The library's emergency generator is back up and running.

### **2025 year-end budget transfers**

- See attached for list of recommended transfers.
- Motion to approve transfers as enumerated in the "2025 Library Budget Year End Transfer Requests" document. Seconded. Discussion below.
- Ms. Kramarsky explained that she opposes signing off on any 2025 budget transfers until the board receives more information on why the health insurance and maintenance chargeback lines were overspent. No 2026 expenses have been posted to the maintenance chargeback line yet, but health insurance spending is already higher than expected.
- In response to a question from Ms. de Chateauvieux, Mr. Benoit indicated that the 2025 budget would need to be closed out in time to complete the annual report to the state, due April 1. Ms. Yannello proposed holding off on approval of budget transfers until reviewed by the finance committee ahead of the March board meeting.
- Ms. Cunningham added that both the town comptroller and the board president had been out of town recently, likely delaying the process of releasing information on the

line items in question. Mr. Benoit noted that while routine year-end transfers had been performed by the comptroller in previous years, this was the first time that funds had been transferred out of a budget line before all invoices were submitted, and the first time the library had ended the year with a negative balance of this size.

- The finance committee's main concern is determining whether the amounts budgeted for maintenance and health insurance are sufficient for 2026. Quarterly or monthly updates on the maintenance chargeback line would be ideal, preferably with itemized expenditures.
- The motion to approve 2025 year-end transfers was defeated.
- Motion to defer approval of 2025 year-end transfers to March library board meeting. Seconded. Motion carried.
- A meeting with Maria Vecchio is scheduled for March 3 and could represent an opportunity to discuss budget questions. Ms. Cunningham offered to attend and to provide any support needed.

**Old business:** None.

**New business:** None.

**Adjournment:** Meeting adjourned at 7:49 pm.

Respectfully submitted by,  
Stephanie Schubmehl  
For co-secretaries Erin Dougherty and Sarah Yannello

Financial summary

12/31/2025

FUND	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL YTD DEC 25	2025 BALANCE	2025 %
410010	Property taxes	\$2,507,625	\$2,495,508	\$2,680,059	\$2,695,213	\$2,686,417	\$2,793,421	\$2,793,421	\$0	100.0%
427000	Misc income (book sales, printing, faxing)	\$23,605	\$47,996	\$54,662	\$70,141	\$75,244	\$76,000	\$77,760	(\$1,760)	102.3%
420800	Library charges (overdue & lost fines)	\$32,500	\$42,465	\$40,188	\$35,237	\$29,881	\$28,260	\$31,083	(\$2,823)	110.0%
438890	State aid - oth culture & rec (Local Library Systems Aid)	\$12,263	\$16,860	\$16,142	\$14,642	\$16,696	\$14,600	\$16,914	(\$2,314)	115.8%
427010	Refund prior year expenses	\$4,838	\$464	\$168		\$6,379			\$0	0.0%
		<b>\$2,655,615</b>	<b>\$2,660,497</b>	<b>\$2,794,750</b>	<b>\$2,817,690</b>	<b>\$2,814,617</b>	<b>\$2,912,281</b>	<b>\$2,919,177</b>	<b>-\$6,896</b>	<b>100.2%</b>

FUND	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACTUAL YTD DEC 25	ENCUMBRA NCES	2025 BALANCE	2025 %
	Salaries	\$964,129	\$966,766	\$1,019,173	\$1,162,213	\$1,162,145	\$1,224,192	\$1,187,532		\$36,660	97.0%
	Equipment & capital	\$4,529	\$977	\$2,468	\$772	\$11,336	\$59,002	\$32,366	\$14,784	\$11,852	79.9%
540500	Library materials	\$169,598	\$175,369	\$171,848	\$179,859	\$170,194	\$173,156	\$182,362		-\$9,206	105.3%
	Services & supplies	\$342,006	\$425,579	\$402,058	\$406,649	\$233,598	\$382,740	\$429,592		-\$46,851.51	112.2%
	Contingency - contracted	\$0	\$0	\$0	\$0						
560100	Principal on debt	\$175,000	\$325,000	\$335,000	\$340,000	\$345,000	\$355,000	\$355,000		\$0	100.0%
570100	Interest on debt	\$449,852	\$296,000	\$289,400	\$282,650	\$275,800	\$268,800	\$268,800		\$0	100.0%
	Employee benefits	\$413,337	\$445,435	\$406,340	\$406,326	\$439,236	\$507,914	\$552,463		-\$44,549	108.8%
		<b>\$2,518,450</b>	<b>\$2,635,126</b>	<b>\$2,626,286</b>	<b>\$2,778,469</b>	<b>\$2,637,308</b>	<b>\$2,970,804</b>	<b>\$3,008,114</b>	<b>\$14,784</b>	<b>-\$52,094</b>	<b>101.8%</b>

Financial summary

1/31/2026

FUND	DESCRIPTION	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 ACTUAL	2026 BUDGET	2026 ACTUAL YTD JAN 26	2026 BALANCE	2026 %
410010	Property taxes	\$2,495,508	\$2,680,059	\$2,695,213	\$2,686,417	\$2,793,421	\$2,937,894	\$152,758	\$2,785,136	5.5%
427000	Misc income (book sales, printing, faxing)	\$47,996	\$54,662	\$70,141	\$75,244	\$77,760	\$73,870	\$6,551	\$67,319	8.4%
420800	Library charges (overdue & lost fines)	\$42,465	\$40,188	\$35,237	\$29,881	\$31,083	\$17,717	\$1,667	\$16,050	5.4%
438890	State aid - oth culture & rec (Local Library Systems Aid)	\$16,860	\$16,142	\$14,642	\$16,696	\$16,914	\$14,600		\$14,600	0.0%
427010	Refund prior year expenses	\$464	\$168		\$6,379				\$0	0.0%
		<b>\$2,660,497</b>	<b>\$2,794,750</b>	<b>\$2,817,690</b>	<b>\$2,814,617</b>	<b>\$2,919,177</b>	<b>\$3,044,081</b>	<b>\$160,975</b>	<b>\$2,883,106</b>	<b>5.5%</b>

FUND	DESCRIPTION	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 ACTUAL	2026 BUDGET	2026 ACTUAL YTD JAN 26	ENCUMBRA NCES	2026 BALANCE	2026 %
	Salaries	\$966,766	\$1,019,173	\$1,162,213	\$1,162,145	\$1,187,532	\$1,264,877	\$57,975		\$1,206,902	4.9%
	Equipment & capital	\$977	\$2,468	\$772	\$11,336	\$32,366	\$0			\$0	0.0%
540500	Library materials	\$175,369	\$171,848	\$179,859	\$170,194	\$182,362	\$180,000	\$7,275		\$172,725	4.0%
	Services & supplies	\$425,579	\$402,058	\$406,649	\$233,598	\$429,592	\$411,469	\$20,707	\$19,731	\$371,031	9.4%
	Contingency - contracted	\$0	\$0	\$0							
560100	Principal on debt	\$325,000	\$335,000	\$340,000	\$345,000	\$355,000	\$360,000			\$360,000	0.0%
570100	Interest on debt	\$296,000	\$289,400	\$282,650	\$275,800	\$268,800	\$261,650			\$261,650	0.0%
	Employee benefits	\$445,435	\$406,340	\$406,326	\$439,236	\$552,463	\$566,085	\$76,221		\$489,864	13.8%
		<b>\$2,635,126</b>	<b>\$2,626,286</b>	<b>\$2,778,469</b>	<b>\$2,637,308</b>	<b>\$3,008,114</b>	<b>\$3,044,081</b>	<b>\$162,178</b>	<b>\$19,731</b>	<b>\$2,862,172</b>	<b>6.0%</b>



**BOOKSTORE SALES**

<b>Month</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
January	\$2,429.70	\$2,838.37	\$2,556.20	\$3,703.00	\$3,020.96	\$1,436.73	\$2,155.69	\$2,968.37	\$3,684.83	\$3,380.16	\$3,736.51
February	\$1,981.05	\$2,638.92	\$3,212.03	\$2,869.51	\$3,366.15	\$1,643.74	\$2,373.25	\$3,592.07	\$3,805.82	\$3,418.15	
March	\$2,775.99	\$2,499.42	\$2,803.75	\$3,557.86	\$1,259.15	\$1,874.60	\$2,774.74	\$3,708.45	\$4,233.62	\$4,477.16	
April	\$2,651.65	\$2,598.01	\$2,902.58	\$3,807.34	\$297.18	\$2,170.55	\$2,462.49	\$3,066.71	\$3,751.75	\$3,490.05	
May	\$2,421.28	\$2,084.10	\$2,578.75	\$3,250.41	\$0.00	\$1,984.45	\$2,433.16	\$3,324.14	\$3,450.44	\$3,669.85	
June	\$2,179.91	\$2,377.03	\$2,412.75	\$3,022.36	\$0.00	\$2,471.25	\$3,049.11	\$3,301.26	\$3,237.80	\$3,541.99	
July	\$2,649.47	\$2,310.50	\$2,463.35	\$2,327.85	\$0.00	\$2,267.70	\$2,728.57	\$3,597.55	\$3,709.60	\$3,810.04	
August	\$2,845.65	\$2,939.75	\$2,923.96	\$2,269.19	\$0.00	\$2,310.40	\$3,262.66	\$4,181.33	\$3,349.27	\$3,921.57	
September	\$2,305.98	\$2,960.88	\$3,677.35	\$2,583.29	\$0.00	\$2,353.05	\$2,916.39	\$3,567.17	\$3,606.05	\$4,134.09	
October	\$2,418.06	\$2,598.09	\$2,793.75	\$1,837.73	\$754.85	\$2,493.10	\$2,640.46	\$3,782.42	\$3,254.25	\$4,252.65	
November	\$2,052.25	\$2,396.25	\$3,180.29	\$1,901.41	\$493.25	\$3,018.12	\$3,248.08	\$3,398.70	\$3,965.75	\$3,743.40	
December	\$2,506.47	\$3,489.61	\$3,142.75	\$2,350.28	\$2,338.53	\$2,861.60	\$2,789.00	\$3,695.67	\$3,937.01	\$4,201.68	
<b>Total</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>\$26,885.29</b>	<b>\$32,833.60</b>	<b>\$42,183.84</b>	<b>\$43,986.19</b>	<b>\$46,040.79</b>	<b>\$3,736.51</b>

**CHASE ACCOUNTS**

**JANUARY 2026**

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

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
1/1/2026	Opening balance			\$21,873.65
1/12/2026	Payment to Amazon Capital Services for Maker's Lab supplies (Apai memorial donation)		\$143.66	\$21,729.99
1/12/2026	Payment to Seneca Park Zoo Society for Storytime Safari Zoomobile on 1/28/26 (LIF purchase)		\$100.00	\$21,629.99
1/12/2026	Payment to Stage Presence Dance Collective for Let's Dance: Winter Warmup on 1/6/26 (LIF purchase)		\$100.00	\$21,529.99
1/16/2026	Payment to Wegmans Food Markets for volunteer recognition gift cards		\$300.00	\$21,229.99
1/16/2026	Payment to Amazon Capital Services for Maker's Lab supplies (Apai memorial donation)		\$78.84	\$21,151.15
1/27/2026	Payment to Game Night Rochester for Gather & Game on 2/10/26 (LIF purchase)		\$150.00	\$21,001.15
1/27/2026	Payment to Interpretek for ASL interpretation for yoga storytime on 1/17/26 (2021 bullet aid purchase)		\$109.00	\$20,892.15
1/30/2026	Interest	\$8.14		<b>\$20,900.29</b>

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

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
1/1/2026	Opening balance			\$6,951.20
1/30/2026	Interest	\$2.65		<b>\$6,953.85</b>

**BULLET AID & LEGISLATIVE INITIATIVE FUNDS HELD IN \*\*\*\*\*9050**

**2021 BULLET AID**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
1/1/2026	Opening balance			\$796.06
1/27/2026	Payment to Interpretek for ASL interpretation for yoga storytime on 1/17/26		\$109.00	<b>\$687.06</b>

**LEGISLATIVE INITIATIVE FUNDING FOR LIBRARY PROGRAMS**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
1/1/2026	Opening balance			\$11,662.47
	Payment to Seneca Park Zoo			
1/12/2026	Society for Storytime Safari Zoomobile on 1/28/26		\$100.00	\$11,562.47
	Payment to Stage Presence			
1/12/2026	Dance Collective for Let's Dance: Winter Warmup on 1/6/26		\$100.00	\$11,462.47
	Payment to Game Night			
1/27/2026	Rochester for Gather & Game on 2/10/26		\$150.00	<b>\$11,312.47</b>

Invoices for February 2026 check run

Vendor	Vendor no.	Invoice no.	Invoice date	Description	Account no.	Account description	Amount	Notes
Alliance Entertainment	14	PLS92618823	1/12/2026	Adult DVDs	540500	Library materials	\$297.93	
Alliance Entertainment	14	PLS92796530	1/21/2026	Adult DVDs	540500	Library materials	\$359.95	
Amazon	17	16VX-YWNH-DG3P	1/21/2026	Seeds for seed library	544080	Professional services, programming	\$562.03	
Amazon	17	1TDN-WLNC-WNT4	1/27/2026	Seeds for seed library	544080	Professional services, programming	\$49.90	
Amazon	17	1WVH-RJ67-HXG4	1/28/2026	Adult fiction books	540500	Library materials	\$171.35	
Amazon	17	1YMV-NVLV-6PW9	2/1/2026	Adult fiction books	540500	Library materials	\$143.62	
Amazon	17	1MVH-Y9HJ-6JL1	2/3/2026	Adult fiction books	540500	Library materials	\$80.77	
Amazon	17	1CYQ-4Q1G-7CRQ	2/3/2026	Flash drives, stamp pad	545700	Supplies, office	\$73.84	
Amazon	17	1TT4-JP3K-CJVP	2/3/2026	Cameras and equipment for maker's lab & filmmaking classes	A2907410-541202	ARPA	\$1,895.98	Awaiting budget update
Amazon	17	1KFL-LQMW-V76C	2/6/2026	Shelves	545700	Supplies, office	\$65.99	
Amazon	17	1VMQ-C331-TKLG	2/9/2026	Coffee supplies for library programs	544080	Professional services, programming	\$158.99	
Amazon	17	1VMQ-C331-TKLG	2/9/2026	Disc sleeves	545760	Supplies, library processing	\$10.95	
Amazon	17	1DWJ-RP3D-3799	2/9/2026	Cleaning supplies for seed library programs	544080	Professional services, programming	\$38.22	
Amazon	17	1XTQ-DRTW-RFWC	2/14/2026	Adult fiction books	540500	Library materials	\$114.59	
Amazon	17	1LGT-YRCP-TM6M	2/14/2026	Adult nonfiction books	540500	Library materials	\$49.99	
Amy Holland	946		1/20/2026	Reimbursement for postage	543800	Postage	\$9.45	
Barnes & Noble	835	4710171	1/20/2026	Adult fiction books	540500	Library materials	\$107.76	
Barnes & Noble	835	4710815	1/22/2026	Adult fiction books	540500	Library materials	\$61.60	
Barnes & Noble	835	4711954	1/27/2026	Adult fiction books	540500	Library materials	\$38.38	
Barnes & Noble	835	4712725	1/29/2026	Adult fiction books	540500	Library materials	\$42.00	
Barnes & Noble	835		2/3/2026	Adult fiction books	540500	Library materials	\$14.39	
Barnes & Noble	835		2/12/2026	Adult fiction books	540500	Library materials	\$78.38	
Cengage Learning	96	999102297389	2/5/2026	Large print books	540500	Library materials	\$166.44	
Daniel Jones	139	IPL42	1/2/2026	Adult tech education program on 3/19/26	A2907410-541202	ARPA	\$120.00	Awaiting budget update
Demco	156	7756677	1/28/2026	Processing supplies	545760	Supplies, library processing	\$389.33	
Emily Forbes	999999		2/13/2026	Mileage	543500	Mileage	\$29.73	
EnvisionWare	291	INV-US-80020	2/1/2026	Subscription and maintenance renewal, 5/1/26 - 4/30/27	540900	Computer software	\$3,451.17	\$2,300.78 to 2026, \$1,150.39 to 2027
Erie Canal Museum	1487		2/12/2026	Waterway of Change educator talk on 3/26/26	A2907410-541202	ARPA	\$225.00	Awaiting budget update
Erin Wafer	1548		2/15/2026	Adult yoga program on 3/2/26	A2907410-541202	ARPA	\$165.00	Awaiting budget update
Ingram	396	93876732	1/21/2026	J fiction & NF books	540500	Library materials	\$161.04	
Ingram	396	93877212	1/21/2026	Adult nonfiction books	540500	Library materials	\$527.59	
Ingram	396	93877211	1/21/2026	Adult fiction books	540500	Library materials	\$211.17	
Ingram	396	93913405	1/22/2026	Adult nonfiction books	540500	Library materials	\$73.14	
Ingram	396	94005799	1/27/2026	Adult fiction books	540500	Library materials	\$216.58	
Ingram	396	94037663	1/28/2026	Adult fiction books	540500	Library materials	\$322.52	
Ingram	396	94103494	1/30/2026	Adult fiction books	540500	Library materials	\$327.60	
Ingram	396	94127085	2/1/2026	J picture books	540500	Library materials	\$498.38	
Ingram	396	94127084	2/1/2026	Adult nonfiction books	540500	Library materials	\$758.84	
Ingram	396	94150328	2/2/2026	Adult fiction books	540500	Library materials	\$269.73	
Ingram	396	94150327	2/2/2026	YA books	540500	Library materials	\$401.95	
Ingram	396	94341375	2/9/2026	J fiction & NF books	540500	Library materials	\$766.55	
Ingram	396	94398567	2/10/2026	Credit memo for damaged book	540500	Library materials	-\$9.59	
Ingram	396	94384609	2/10/2026	Adult fiction books	540500	Library materials	\$267.66	
Ingram	396	94476524	2/13/2026	Credit memo for damaged book	540500	Library materials	-\$11.51	
Ingram	396	94476525	2/13/2026	Credit memo for damaged book	540500	Library materials	-\$11.20	

Invoices for February 2026 check run

Vendor	Vendor no.	Invoice no.	Invoice date	Description	Account no.	Account description	Amount	Notes
Ingram	396	94481980	2/13/2026	Adult fiction books	540500	Library materials	\$292.27	
Ingram	396	94497756	2/15/2026	Adult nonfiction books	540500	Library materials	\$989.99	
Kaplan-Schmidt Electric, Inc.	436	20401	1/27/2026	Electrical services for children's library	520190	Capital improvements	\$15,000.00	Awaiting budget update
					A2907410-			Awaiting budget update
Kasia Pelepko	437	Library_2026_001	1/6/2026	Chair yoga program on 1/6/26	541202	ARPA	\$65.00	update
					A2907410-			Awaiting budget update
Kasia Pelepko	437	Library_2026_002	1/13/2026	Chair yoga program on 1/13/26	541202	ARPA	\$65.00	update
					A2907410-			Awaiting budget update
Kasia Pelepko	437	Library_2026_003	1/20/2026	Chair yoga program on 1/20/26	541202	ARPA	\$65.00	update
					A2907410-			Awaiting budget update
Kasia Pelepko	437	Library_2026_004	1/27/2026	Chair yoga program on 1/27/26	541202	ARPA	\$65.00	update
Library Journal	356	8825073	1/23/2026	Subscription renewal	540500	Library materials	\$104.99	
Monroe County Library								
System	523	13162	1/23/2026	2026 Empire Passes	540500	Library materials	\$280.00	
OverDrive	564	01327CO26036558	2/3/2026	Adult ebooks	540500	Library materials	\$1,175.64	
Penworthy	716	0614441-IN	1/20/2026	J picture books	540500	Library materials	\$260.50	
Playaway Products	269	524247	2/2/2026	J audiobooks	540500	Library materials	\$174.93	
Reimbursement for ALA								
Sarah Knight	491		2/6/2026	membership dues	541000	Conference/training	\$55.00	
Staples	684	6054288846	1/30/2026	Whiteboard, receipt books	545700	Supplies, office	\$153.40	
Staples	684	6055177293	2/5/2026	Copier paper	545700	Supplies, office	\$210.04	
Staples	684	6055177295	2/5/2026	Electronics wipes	545700	Supplies, office	\$20.59	
Reimbursement for lost & paid/found & returned book								
Tariq Hudson	999999		1/22/2026	Wifi hotspots data 12/2725 -	420800	Library charges	\$27.99	
T-Mobile	211		1/27/2026	1/26/26	541200	Contracted services	\$57.40	
						Supplies, library		
Uline	739	203530592	1/29/2026	Disc envelopes	545760	processing	\$310.95	
<b>Total</b>							<b>\$33,116.87</b>	

<b>Vendor</b>	<b>Total</b>
Alliance Entertainment	\$657.88
Amazon	\$3,416.22
Amy Holland	\$9.45
Barnes & Noble	\$342.51
Cengage Learning	\$166.44
Daniel Jones	\$120.00
Demco	\$389.33
Emily Forbes	\$29.73
EnvisionWare	\$3,451.17
Erie Canal Museum	\$225.00
Erin Wafer	\$165.00
Ingram	\$6,052.71
Kaplan-Schmidt Electric, Inc.	\$15,000.00
Kasia Pelepko	\$260.00
Library Journal	\$104.99
Monroe County Library System	\$280.00
OverDrive	\$1,175.64
Penworthy	\$260.50
Playaway Products	\$174.93
Sarah Knight	\$55.00
Staples	\$384.03
Tariq Hudson	\$27.99
T-Mobile	\$57.40
Uline	\$310.95
<b>Grand Total</b>	<b>\$33,116.87</b>

<b>Account description</b>	<b>Total</b>
<b>420800</b>	<b>\$27.99</b>
Library charges	\$27.99
<b>520190</b>	<b>\$15,000.00</b>
Capital improvements	\$15,000.00
<b>540500</b>	<b>\$9,775.92</b>
Library materials	\$9,775.92
<b>540900</b>	<b>\$3,451.17</b>
Computer software	\$3,451.17
<b>541000</b>	<b>\$55.00</b>
Conference/training	\$55.00
<b>541200</b>	<b>\$57.40</b>
Contracted services	\$57.40
<b>543500</b>	<b>\$29.73</b>
Mileage	\$29.73
<b>543800</b>	<b>\$9.45</b>
Postage	\$9.45
<b>544080</b>	<b>\$809.14</b>
Professional services, programming	\$809.14
<b>545700</b>	<b>\$523.86</b>
Supplies, office	\$523.86
<b>545760</b>	<b>\$711.23</b>
Supplies, library processing	\$711.23
<b>A2907410-541202</b>	<b>\$2,665.98</b>
ARPA	\$2,665.98
<b>Grand Total</b>	<b>\$33,116.87</b>

## **2025 Library Budget Year End Transfer Requests**

### **Overview**

I am requesting internal transfers within the library's 2025 budget that are necessary to close out the budget year. Most of these internal transfers are typical of what occurs at the end of each budget year.

However, as discussed at the January 2026 Library Board meeting, the employee health insurance budget line and maintenance budget line are overspent by a combined total of \$91,102. These unanticipated expenses necessitate transferring funds from the library fund balance into the 2025 library budget.

To close out the budget, funds from the library's fund balance will need to be transferred into the library's 2025 budget. Stephanie and I have prepared this document which outlines possible internal transfers and fund balance transfers that will enable the library to close out the 2025 budget.

### **Transfers out of personnel budget**

**Adopted 2025 budget:** \$1,224,192

**Revised 2025 budget as of 12/31/2025:** \$1,224,192

**Revised 2025 budget after February 2026 transfers:** \$1,187,536

#### **Transfer requests into library health insurance (L005-L5741000-580400)**

\$10,506 from full-time professional hours (L005-L5741000-510000-7410)

\$4,162 from full-time clerical hours (L005-L5741000-510000-7415)

\$5,714 from full-time overtime hours (L005-L5741000-510002)

\$3,627 from full-time hospitalization reimbursement/health insurance decline (L005-L5741000-510025)

\$8,153 from part-time professional hours (L005-L5741000-510200-7410)

\$1,740 from page hours (L005-L5741000-510200-7420)

*(Total of \$33,902 transferred into library health insurance (L005-L5741000-580400) from the budget lines listed above)*

#### **Transfer request into library social security tax (L005-L5741000-580200)**

\$2,232 from page hours (L005-L5741000-510200-7420)

#### **Transfer request into library Medicare tax (L005-L5741000-580300)**

\$522 from page hours (L005-L5741000-510200-7420)

*(Total of \$2,754 transferred out of page hours (L005-L5741000-510200-7420) into the budget lines listed above)*

## **Transfers within operating budget**

**Adopted 2025 budget:** \$556,375

**Revised 2025 budget as of 12/31/2025:** \$555,896

**Revised 2025 budget after transfers:** \$611,966

### **Transfer requests into library materials (L005-L5741000-540500)**

\$870 from computer software licensing (L005-L5741000-540900)

\$640 from conference/training (L005-L5741000-541000)

\$1,883 from contracted services (L005-L5741000-541200)

\$500 from computer maintenance (L005-L5741000-542500)

\$49 from MCLS cost share (L005-L5741000-542510)

\$153 from mileage (L005-L5741000-543500)

\$68 from postage (L005-L5741000-543800)

\$213 from printing services (L005-L5741000-543900)

\$37 from legal services (L005-L5741000-544150)

\$3,304 from office supplies (L005-L5741000-545700)

\$1,492 from processing supplies (L005-L5741000-545760)

*(Total of \$9,209 transferred into library materials (L005-L5741000-540500) from the budget lines listed above)*

### **Transfer request into programming (L005-L5741000-544080)**

\$39 from processing supplies (L005-L5741000-545760)

### **Transfer request into water (L005-L5741000-547600)**

\$22 from processing supplies (L005-L5741000-545760)

\$258 from miscellaneous supplies (L005-L5741000-546500)

*(Total of \$280 transferred into water (L005-L5741000-547600) from the budget lines listed above)*

## **Transfers from library fund balance**

### **Transfer requests into credit card fees (L005-L5741000-543610)**

\$459 from processing supplies (L005-L5741000-545760)

\$1,674 from library fund balance

*(Total of \$2,133 transferred into credit card fees (L005-L5741000-543610) from the budget lines listed above)*

### **Transfer request into gas & electric (L005-L5741000-547500)**

\$5,094 from library fund balance

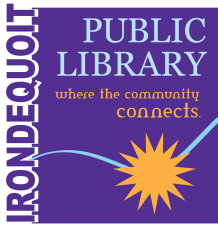
### **Transfer request into general administrative charges/maintenance chargeback (L005-L5741000-549200)**

\$49,302 from library fund balance

### **Transfer request into library health insurance (L005-L5741000-580400)**

\$7,900 from library fund balance

*(Total of \$63,970 transferred from fund balance into budget lines listed above)*



## **Irondequoit Public Library**

Director Report

February 25, 2026

### **1. Irondequoit Public Library**

#### **Irondequoit Recreation & Irondequoit Public Library - Whale Program Collaboration**

The Irondequoit Public Library and Irondequoit Recreation have an unanticipated savings of \$1,200 of ARPA funds that were allocated in 2024. I have proposed to Shannon Grieve, Director of Irondequoit Recreation, and we apply the funds towards a collaboratively planned STEM event featuring a life sized inflatable whale. Children can go inside the whale where they can learn about the biological systems of whales, oceans, and conservation. You can view pictures and videos of the whale at [TheWhaleMobile.com](http://TheWhaleMobile.com).

The Whale Mobile will visit the Irondequoit Rec. Center for a jointly planned and promoted event on Tuesday, July 7th at 3:00 PM. This collaborative program will have additional details and components that our respective staff are working to develop. Updates will be shared in future Library Director reports and mid-month updates as they become available.

#### **Ukrainian American Community Foundation - Recognition Event**

On Saturday, January 31st the Ukrainian American Community Foundation hosted an event recognizing accomplishments by their community partners in 2025. The Irondequoit Public Library and our Sister Libraries Team was recognized for establishing a successful partnership with the library in Poltava, Ukraine. The Irondequoit Public Library Foundation as also presented with a donation from the Ukrainian American Community Foundation.

Also in attendance were the University of Rochester, who received recognition for their "Ukrainian Rochester Collection," and Nazareth University and their Center for International Education for affording Ukrainian college students the opportunity to study in America. Local author Bill Ruoff spoke about his semi-autobiographical book *Teenage Legionnaire*.

Thank you to Susan Kramarsky, Library Board President, Terri Dalton, from the Sister Libraries Team and Irondequoit Public Library Foundation, Kathy Goforth, from the Sister Libraries Team, and Sue Bonkowski, from the Irondequoit Public Library Foundation for attending.

#### **Library Board Retreat - Saturday, February 21st from 9:00 AM - 12:00 PM**

The Library Board of Trustees will be meeting on Saturday, February 21st between 9:00 AM - 12:00 PM for a Library Board Retreat. We will be meeting in either room #212 or in the employee break room.

At this retreat, Trustees engage in a discussion that generates actionable steps to:

- Help promote increased Trustee engagement at committee meetings and monthly Library Board meetings
- Simplify and streamline individual and committee obligations and responsibilities
- Revamp and reenergize Library Board committees

### **New Family Library Program Series: *Our Morning Out***

Youth Services/STEAM Library Assistant Sarah Knight reports: “Our Morning Out is a monthly, drop in social circle for babies birth to age 1 and their caregivers, formed from the desire to combat the feelings of isolation that many new families experience. Caregivers of young babies are told to “find their village”, a community of mutual support in their child-rearing, but are not being given the resources societally to do so- particularly in those crucial early months. It can be difficult to find the time, to find a location that is safe and accessible with a young child, let alone find other adults who are living a similar experience to lean on and learn from.”

“We wanted to provide a program that recreates and enhances a portion of our twice weekly Babytime Storytimes that happened naturally: care givers would linger, stay behind to chat, and introduce their children to new people. We want to foster that community, both in the babies and adults alike, while also putting a special emphasis on the caregivers. It’s our hope that Our Morning Out will carry with it the message that they are abundantly welcome here: they can come and go according to baby’s needs, they’re not interrupting, the space is safe and the community is willing, and that they are seen for the work they are doing! Babies are provided with space and materials for play while adults are free to socialize and enjoy a little treat- OUT of the house and hopefully, in their own village.”

### **Black History Month Programs**

The Irondequoit Public Library and our community partners have coordinated programs to coincide with Black History Month. These programs are either directly related to Black History or feature Black authors or speakers.

- February 3: *PJ Storytime with ERASE*
- February 10: Iron Book Discussion: *Red at the Bone* by Jacqueline Woodson
- February 10: *PJ Storytime with ERASE*
- February 18: *Family Movie Night with ERASE*
- February 24: Irondequoit Art Club Lecture Series: *Art Beyond Boundaries: Technology as a Creative Partner* with Lydia Boddie-Rice
- February 26: Classic Book Discussion Group: *Notes of a Native Son* by James Baldwin

### **2025 End of Year Budget Transfers**

I am requesting internal transfers within the library’s 2025 budget that are necessary to close out the budget year. Most of these internal transfers are typical of what occurs at the end of each budget year.

However, as discussed at the January 2026 Library Board meeting, the employee health insurance budget line and maintenance budget line are overspent by a combined total of \$91,102. These unanticipated expenses necessitate transferring funds from the library fund balance into the 2025 library budget.

In order to close out the budget, funds from the library’s fund balance will need to be transferred into the library’s 2025 budget. Stephanie and I are preparing a supplementary document that recommends a number of internal transfers and fund balance transfers that will be necessary to

close out the 2025 budget. This document will be ready in advance of the February 2026 Library Board meeting, and will be send separately once it has been completed.

### **Long Range Plan Updates**

After a few months of stagnation, I am refocusing on the long range plan. Many of the action items are nearing completion, but there are two that require additional attention and effort on my part. They are:

- Create a document or brand standard that includes welcoming and non-inflammatory language that the library can use publicly around diversity, equity, and inclusion concepts, book challenges and intellectual freedom, and other polarizing topics. The brand standard should be consistently used in all public messaging and programming descriptions.
- Provide consistent and annual staff training about creating messaging and programming descriptions that effectively incorporate language from the brand standard. Training should also help staff understand why it is important to use the changed language and how it supports a welcoming atmosphere for all community members.

I am committed to completing these items and the plan by the start of the summer months.

### **Friends of the Irondequoit Public Library - April 11th Fundraiser**

The volunteers who are coordinating the April 11th Friends of the Irondequoit Public Library after-hours music and vendor fundraiser have confirmed all but two of the vendors. They are:

- Harnett Studio
- The Vintage Aesthetic
- Legacy Junk Designs Ltd.
- Sundry Pottery
- Lost Unicorn Vintage
- Etymology Shop
- MRC Blooms
- Java Thrift
- Trinket Rave
- So Belly Happy
- Shango Vintage

The name of the event is still forthcoming. The poster advertising the event will be designed by local artist Jacob Walsh, who operates Legacy Junk Designs Ltd.

Each of the three opening bands will perform for 15 minutes each and the headlining band will perform for 30 - 45 minutes. There will be 15 minutes in between each set for bands to setup and for attendees to eat and browse the merchandise at the vendor tables. The anticipated schedule for the evening is:

6:00 PM: Doors

6:30 PM: Goo Phase

7:00 PM Pluck

7:30 PM: Milo

8:00 PM Cut Me Up Genny

9:00 PM End

### **Potential “Pop Up Arcade” Collaboration with Swillburger or Pizza Wizard**

On February 11th I met with Jay Rodgers, one of the owners of Swillburger and Pizza Wizard to discuss the prospect of collaborating on a pop-up arcade at Irondequoit Public Library similar to the pop-up arcade that was recently setup at the Canandaigua Wood Library.

Jay and I are still examining options, but are optimistic that we might be able to coordinate this event sometime during July or August. I have obtained a quote for arcade cabinet rental from a local company and I am also working to obtain an alternate quote from the company that Swillburger rents their selection of arcade games from. Jay is working with his staff to determine how they might be able to serve food from either Swillburger or Pizza Wizard at the library.

Updates will be included in future reports as information becomes available.

## **2. Town of Irondequoit**

### **Capital Improvement Plan**

Diana Marsh has alerted the town department heads that she is requesting internal proposals for capital improvement projects to be considered in the upcoming capital planning and budgeting cycle. These proposals are due on Friday, March 27.

I will be working with the library staff, Maintenance Department, and Library Board’s Finance Committee to identify and develop potential projects into a proposal(s). Earlier this week I emailed the Commissioner of Public Works and Maintenance Foreman and asked for their input on any facilities related upgrades or improvements that might benefit our library.

I also anticipate speaking with Diana about the funding source for these projects, specifically, are these funded using new funds from property taxes or grants, or are the funds coming from the town and library’s fund balances. When I was the Library Director at the Town of Gates the library participated in the town’s capital improvement planning cycle where the funds for capital improvement projects came from a variety of sources like the ones listed above.

### **Human Resources Director Change**

Town of Irondequoit Human Resources Director, Jason Vinette will be leaving the town this month. I have enjoyed working with Jason and will miss him, but the staff and I wish him well on his future endeavors and adventures.

## **3. Facilities Report**

### **Children’s Library Renovation - Phase Two**

The Irondequoit Public Library Foundation was presented with the proposal for phase two of the children’s library renovations. They have asked for revisions to the plan that would reduce the total cost to \$70,000 or less. I am working with the Youth Services Team and Janice Davis Designs to revise the proposal to fit within those guidelines.

The proposed revision will still retain the woodland themed information desk, the tree canopy arch just inside the children's library, but will significantly reduce the number of new endcaps, and reduce the wall mounted tree canopies, and eliminate two of the additional tree canopy arches.

#### **Emergency Generator Repaired**

Tom Alpert from the Department of Public Works reports that our emergency generator has been repaired and is operational again.

#### **AV System Upgrades & Hearing Loop Installation**

We have received a quote for the installation of a hearing loop in our first floor meeting rooms. The hearing loop would be added to the new AV system once that is installed in mid-March.

I also recently met with another company that installs assistive technology for people living with hearing impairments. The representative from this company was more knowledgeable about the different options and capabilities and limitations of the different technologies than any other company that I have previously spoken with.

After meeting with this company, I am convinced that an Auracast system is the right choice for our library, and that a hearing loop would be more expensive and less "future proof." I am working with Kevin to obtain an Auracast quote from the first company. I am also working to find a third company that can give us a quote for an Auracast system.

#### **4. Monroe County Library System**

##### **2025 Annual Report to New York State**

The Monroe County Library System has setup an ad hoc process for member libraries to submit the 2025 statistics and end of year financial information that would usually be entered into the website that the New York State Department of Education maintains.

In previous years libraries across New York State would enter these statistics and data into a website that used software licensed from Baker & Taylor. Now that Baker & Taylor has gone out of business, the software is no longer available. New York State is working to find a replacement, but one has not yet been identified.

New York State has indicated that the statistics and data will be due either during the summer months or in 2027 when the 2026 statistics and data are due. Library Directors in Monroe County found both of these outcomes problematic. The summer is typically our busiest time of year for libraries and the increased foot traffic and seasonal time constraints might complicate completing the report. Waiting until 2027 to enter statistics and data from 2025 is also undesirable as there is a desire to gather and submit the statistics and data while the information is still fresh.

I anticipate having the statistics and data submitted to the Monroe County Library System prior to the March 2026 Library Board meeting.

##### **2025 NYS Library Construction Grant - Unanticipated Savings**

The Irondequoit Public Library anticipates completing the children's library renovation about \$12,300 under budget. I am working with the Monroe County Library System to apply the savings towards additional purchases in line with the initial scope of the grant. These purchases

might include lighting upgrades for the children's library, additional seating for the programming space, or a new information desk for the children's library.

## **5. Personnel Report**

A personnel report outlining changes to the staff roster has been included as an item of information.

## **6. Financial Report & Vouchers**

Stephanie will send copies of the vouchers to the Library Board in advance of the meeting.

## **7. Correspondence**

### **Monroe County Library Directors - Letter to Civil Service**

The majority of Library Director in Monroe County have co-signed a letter to the Monroe County Civil Service Commission outlining changes we hope to see regarding some of the practices governing civil service eligibility. I have indicated to the group that I will co-sign it. A copy of the letter has been included.

In brief, Monroe County Civil Service has added an additional requirement to the "Librarian I" civil service test that makes it impossible for any recent graduate to obtain a score on the test that would enable them to apply for a full-time Librarian I position in the county. In the past recent graduates received a score of "100" if they had both a Master of Library Science and a NYS Public Librarian Certificate. This additional requirement does not exist in any other county in New York State and represents a substantial barrier to entry for folks hoping to enter the profession. The letter also requests that the tests for various library related job titles be held on an annual basis as they were in the past. Presently, there are a number of library related job titles that do not have an active list of eligible candidates for hire and there are no immediate plans to offer a test.

In 2025 I discussed some of my concerns with the above practices and how it has made it difficult to create promotional opportunities for the current library staff who have obtained their Master of Library Science.

## **8. Items of Information**

- 1. 02 2026 Personnel Report*
- 2. Civil Service Letter 02 Feb 2026 DRAFT*
- 3. Irondequoit Public Library Program Contract*

**Irondequoit Public Library**  
**Statistical Report to the Library Board**  
**February 2026**

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Circulation		Maker's Lab Usage		Maker's Lab Circulation	
	2025	2026	2025	2026	2025	2026	2025	2026	2025	2026	2025	2026	2025	2026	2025	2026
Year																
January	5,400	5,152	13,711	13,261	79	82	1,274	1,033	1,197	2,305	40,310	39,079	81	113	11	24
February	5,047		13,692		79		1,739		1,344		37,666		41		5	
March	4,933		16,933		94		1,587		1,361		41,970		42		14	
April	4,733		15,365		91		1,931		1,302		39,851		25		21	
May	4,357		17,582		70		1,308		1,106		39,038		13		20	
June	4,890		11,621		80		1,148		1,106		40,725		71		15	
July	4,974		15,170		80		1,439		1,310		43,663		43		22	
August	5,172		14,328		184		948		1,265		42,108		44		21	
September	5,026		13,615		69		1,279		1,348		38,833		57		24	
October	5,513		15,542		82		1,391		1,330		40,589		96		16	
November	4,346		11,927		81		1,120		1,036		37,470		42		21	
December	4,598		12,008		85		1,220		1,013		37,004		136		21	
<b>Total</b>	<b>58,989</b>	<b>5,152</b>	<b>171,494</b>	<b>13,261</b>	<b>1,074</b>	<b>82</b>	<b>16,384</b>	<b>1,033</b>	<b>14,718</b>	<b>2,305</b>	<b>479,227</b>	<b>39,079</b>	<b>691</b>	<b>113</b>	<b>211</b>	<b>24</b>
<b>YTD Average</b>	<b>4,916</b>	<b>5,152</b>	<b>14,291</b>	<b>13,261</b>	<b>90</b>	<b>82</b>	<b>1,365</b>	<b>1,033</b>	<b>1,227</b>	<b>2,305</b>	<b>39,936</b>	<b>39,079</b>	<b>58</b>	<b>113</b>	<b>18</b>	<b>24</b>

## **Items of Information**

*02 2026 Personnel Report*

**Organizational Development Committee  
February 2026 Employee Changes**

**Dana Smith**

Resignation: Part-Time Library Page

Notes: Dana began working at Irondequoit Public Library in January 2025 after having volunteered at the library helping with our summer reading program in 2019 and 2022.

Dana's resignation date was December 22<sup>nd</sup>, 2025.

**Seth Holden**

New Hire: Part-Time Library Page

Notes: Seth is a sophomore at West Irondequoit High School. This is Seth's first job, and he is excited to start working at his hometown library.

This position was previously held by Dana Smith.

Seth's start date will be February 16<sup>th</sup>, 2026.

*Civil Service Letter 02 Feb 2026 DRAFT*



115 South Ave. Rochester, NY 14604 (585) 428-8353

30 January 2026

Andrea Guzzetta Zury  
39 W Main St #210,  
Rochester, NY 14614

Dear Ms. Guzzetta Zury,

We, the public library directors within Monroe County, are writing to raise several concerns regarding the scheduling of library-related civil service examinations and changes to the scoring matrix for librarian titles. These issues are significantly impacting our collective ability to recruit, hire, retain, and promote staff in the following titles: Librarian I, Librarian II, Library Assistant, and Senior Library Assistant.

Currently, several eligible lists for these titles are extended beyond their expiration and no new candidates can be added. We were informed by a representative of Monroe County Civil Service that the corresponding examinations are either unscheduled or in some cases, not expected to be offered again until 2028. Historically, these examinations were offered on a near-annual basis. We do not know the reason for this change in frequency. Allowing multiple eligibility lists to expire without offering replacement examinations for several years creates an untenable burden on library operations across the county.

In addition to the examination schedule, we are concerned about an apparent change to the scoring matrix for the Librarian I examination that occurred sometime around 2017. We were advised by Monroe County Civil Service's response to a request for clarification that candidates who hold a Master's degree in Library and Information Science (MLS) but lack professional experience are now assigned a base score of 70, on the grounds that they "do not have additional training or experience to score higher". In practice, this renders new graduates unreachable on any list with more than three candidates who have prior work experience to boost their score. The current Librarian I list exceeds that threshold by dozens.

Previously, candidates who held both an MLS and a New York State Professional Librarian's Certificate received a score of 100 and were immediately reachable for appointment. These two credentials are the sole requirements established by the New

York State Department of Education to allow an individual to practice librarianship in New York State. It is therefore unclear why Monroe County Civil Service has added an experience-based barrier that prevents otherwise fully qualified candidates from being considered for employment.

This change is particularly harmful to libraries that employ staff in underclass titles, such as Senior Library Assistant, who subsequently earn their MLS, pass the examination, only to find themselves frozen at a score of 70 on an expired list with no foreseeable opportunity for advancement. This is not a hypothetical concern; several member libraries in the Monroe County Library System are currently facing this exact situation, further compounding the recruitment and retention challenges described above.

These two matters — the prolonged examination schedule gaps and the revised scoring methodology — are our most urgent and immediate concerns. While there are additional civil service matters related to title classification and continuous recruitment designations for library positions, we respectfully and urgently request the opportunity to meet with a principal representative of Monroe County Civil Service to discuss these immediately pressing issues and explore potential solutions.

Please let us know when a representative may be available to meet with us at the earliest possible time.

Thank you for your consideration.

Submitted by Monroe County Library Director Emily Clasper on behalf of the Library Directors of the Monroe County Library System

cc: Monroe County Civil Service Commission:  
R. Michael Loewke, Chairperson  
Donald O. Chesworth  
Robert J. Fischer  
Edward Premo II  
Joanne Giuffrida

*Irondequoit Public Library Program Contract*



## The Whalemobile Program Contract

The Whalemobile Program Contract ("Contract") is entered into on Feb 06 2026 between The Whalemobile, Inc., a Massachusetts corporation ("The Whalemobile"), and Irondequoit Public Library ("Host").

For good and valuable consideration, the receipt and sufficiency of which is hereby agreed, The Whalemobile and Host agree to abide by the following terms and conditions.

### Performance of Services

The Whalemobile will provide the program "Meet Nile, the Inflatable Humpback Whale" (or other mutually agreed program) (the "Program") on July 7, 2026 at the Host's venue designated in advance (the "Venue").

The Whalemobile will use reasonable efforts to arrive at the Venue approximately 30-60 minutes before the designated starting time for the Program. The Whalemobile will bring its typical equipment to conduct the Program. Likewise, the program will be cleaned up in less than 30 minutes after the end of the program.

The Program will be held indoors at the Venue. Host will provide an indoor space that is reasonably acceptable to The Whalemobile to accommodate the setup and performance of the Program and electrical power for the Program.

The Program shall typically last two (2) hours in total, divided into four (4) time slots of thirty (30) minutes each. **Host acknowledges that the Program is intended for children ages five (5) years old and older. Host shall be responsible for registering participants (no more than twenty (20) participants per time slot) prior to the start of the Program.** Host shall also use reasonable efforts to ask participants to pre-register before the Program and notify parents that while children do not need to be accompanied by an adult to go in the whale as part of the Program, the adults should be close by.

The Whalemobile and Host shall each carry policies of insurance, the types and limits of which shall be the respective party's reasonable discretion. The Whalemobile and Host intend that their respective loss risks shall be borne by reasonable insurance carriers to the extent above provided, and The Whalemobile and Host hereby agree to look solely to, and seek recovery only from, their respective insurance carriers in the event of a loss to the extent that such coverage is agreed to be provided hereunder.

Host acknowledges and agrees that the inflatable whale portion of the Program may not comply with certain local accessibility laws, codes, and regulations. In the event of a dispute or claim arising from or in connection with the Program or this Contract, Host agrees to look solely to The Whalemobile and not to any of The Whalemobile's owners, shareholders, members, employees, agents, parents or affiliates.

### **Media**

Photographs and/or videos may be captured during the program, featuring the children and the organization. The Whalemobile reserves the right to utilize these media assets for promotional purposes, including but not limited to the creation of promotional materials, content on The Whalemobile website, and posts on The Whalemobile's official social media platforms, which may encompass Facebook, Twitter, Instagram, TikTok, and others.

By endorsing this contract, the Host acknowledges and comprehends this usage and accepts the responsibility to notify the families and participants of this information.

### **Payment**

Host shall pay The Whalemobile for the Program in the amount provided on the invoice.

Concurrently with the execution of this Contract, Host shall pay The Whalemobile a deposit of One Hundred Dollars (\$100.00). Payment of the balance is due on the day of the Program. The Deposit shall be nonrefundable, except in the event of The Whalemobile's breach of this Contract.

### **Cancellation Policy**

The Whalemobile may not cancel this Contract without due cause, such as failure by Host to uphold the entire scope of this Contract or make timely payment as listed above.

Likewise, Host may not cancel this performance contract unless due to The Whalemobile's breach of this Contract.

Each party hereby acknowledges that The Whalemobile's obligations under this Contract shall be subject to Force Majeure. "Force Majeure" shall mean any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain services, labor, or materials or

reasonable substitutes therefor, governmental actions, civil commotions, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform.

Any disputes related to this Contract shall first be resolved to mutual benefit through good-faith negotiation. If The Whalemobile and Host and Venue are unable to reach a resolution to a dispute, both parties agree to seek a binding ruling from a neutral arbitrator. The venue for such arbitration will be in Boston, Massachusetts. Each party shall bear its own costs in connection with the arbitration and equally share the cost of the neutral arbitrator.

This Contract shall be governed by the laws of the Commonwealth of Massachusetts.

Any and all notifications in regard to this performance contract shall take place in written form and may be delivered via email to the parties below:

IN WITNESS WHEREOF, the parties have executed this Contract as of the date first above written.

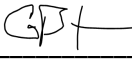
*I agree to the terms and conditions of this contract.*

HOST: Irondequoit Public Library

THE WHALEMOBILE, INC.,  
a Massachusetts corporation:

NAME: Greg Benoit

NAME: Cynthia B. McInnis

SIGNATURE: 

SIGNATURE: \_\_\_\_\_