

**AGENDA**  
**FAIRPORT PUBLIC LIBRARY BOARD MEETING**  
**September 13, 2022**

Meeting to be called to order at 5:30PM

ROLL CALL: Baldree, Coffman, Coll, Gutowski, Lausin, Negrelli, Steinback,

1. APPROVAL OF MINUTES:
  - a. Meeting of August 9, 2022
2. TREASURER'S REPORT:
  - a. Approve Financial Reports for August 2022
  - b. Resolution approval
3. DIRECTOR'S REPORT
  - a. Director's Monthly Report for August 2022
  - b. Youth Associate position update
  - c. TDA meeting update 9/6/22
4. OPEN TO AUDIENCE
5. FRIENDS OF THE LIBRARY
6. COMMITTEE REPORTS:
  - a. Building and Grounds
  - b. Policies
    - i. Approval of policy changes and additions presented to the committee 8/25/22 and 9/12/22
      - 5.1 and 5.1.1 General and Equipment Borrowing
      - 7.2 Fees
      - 18.1 and 18.2 Recruitment and Selection policies,
      - 19.1.1 Substitute and Temporary employees policy
      - 19.7 Workplace Safety and Health
      - 21.4 Sick Leave
      - 21.6 Military Service,
    - ii. Approval of appendix changes presented to the committee 8/25/22
      - Substitute associate job description
      - Job Classifications chart update
      - salary scale move to appendix
    - iii. Approval of new employee handbook
    - iv. Discussion of weapons policies
  - c. Finance
    - i. Update from 8/30/22 meeting

- ii. Approval of fiscal matters presented to the committee 8/30/22
  - Deposit PayPal balance into the general fund for payment of Hotspot service,
  - Backdating M.Hissam's employee status to 6/6/22 and granting her 2 months of probationary time served (6/6/22 to 7/31/22) and accrual of sick leave during that time.

- d. Long Term Planning

- i. Strategic Plan focus groups update

- 7. OLD BUSINESS

- a. School-Library Agreement

- 8. NEW BUSINESS

- 9. ADJOURNMENT

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Kara Cervelli  
Library Director