

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 23, 2020

PRESENT: Portia Alston, Cheryl Cufari, Deborah Escobar, Randy Fine, Sharon Jordan, M. Joe Landry, William Levering, Julie McDonnell, Carmel Patrick, Tina Chericoni Versaci

Ex-Officio: Karen Bradley, Director; Beth DeMidio, Assistant Library Director for Operations; Devon Hedges, Assistant Library Director; Peggy King, Chair, Education and Libraries, Schenectady County Legislature; Charlene Roman, President, Friends of the Library; Janice P. Martin, Board Clerk

ABSENT: Jennifer Barnes, Heather Gray, Steven McCutcheon, Marsha Mortimore

William Levering called the meeting to order at 6:00 p.m.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

President, William Levering presented the agenda. There were no additions or changes from the trustees.

MINUTES OF THE MAY 28 AND JUNE 11 MEETING

The minutes of the May 29 and June 11, 2020 meetings were approved unanimously.

DIRECTOR'S REPORT

- Karen Bradley thanked the Board of Trustees Finance Committee for their efforts with the 2021 draft budget proposal. All county departments were asked to submit three reduced budget scenarios, based on the 2020 operation budget.
- Karen Bradley thanked the Board of Trustees Bequest Committee for working with the Finance Committee to recommend the use of up to \$175,000 from the Esther Swanker bequest to create program space, tutoring space and study rooms on the second floor of the KBJ Library. Resolution 4 supports submission of a grant application to MVLS for a New York State Public Library Construction Grant. If awarded the grant, the trustee funds would be a match.
- Karen Bradley thanked Sharon Jordan, Chair of the Building Committee, for her efforts in moving the Woodlawn and Scotia Branch Library projects forward and for initiating the second floor project for consideration.
- Curbside pick-up service is going well at all locations. We have circulated 10,000 items in the first three weeks.
- The Grand Jury has been meeting in the McChesney Room. Karen thanked all staff who were involved with providing for the needs of the court system.
- The Schenectady County Manager's office asked us to collaborate and participate in a grant from the Institute of Museum and Library Services that will provide Wi-Fi access in the Mont Pleasant area of the city and would enable the library to loan out "hotspots" to those areas of the county where there is also limited access. Devon Hedges assisted the County in this application. Resolution 1 is included on the agenda supporting the application.
- Due to COVID-19, our New York State Annual report is later than usual being completed. Beth DeMidio, Devon Hedges and the County Finance Department worked to complete it. Resolution 2 approves the annual report and its submission to the NYS Department of Library Development.
- Literacy NY has lost their funding and will no longer have a presence on the second floor of the KBJ Library. They are hoping that the Washington Irving Educational Center will take over the resources that are still located on the second floor.

- We have had several instances of vandalism at the Mont Pleasant Branch Library. We have had the large window panel of the Children's Room addition significantly cracked. An estimate is underway on the replacement of this window.
- Cliff Stoodley, a 38-year member of the County Purchasing department, retired recently and has been assigned a special project by the county on coordinating the archives of the library. He will work 10 hours a week at the KBJ Library.
- Our regional library groups continue to meet on a regular basis about reopening plans and issues.
- Resolution 1 – Approval of Participation in the Schenectady County 2020 IMLS CARES Act Grant Application was approved unanimously.
- Resolution 2 – Approval of the 2019 New York State Annual Report. Carmel Patrick made a motion to approve, seconded by Sharon Jordan and passed unanimously.

FRIENDS OF THE LIBRARY

- On-line sales are back in operation.
- Whitney Book Corner's reduced hours are Wednesday and Thursday from 10-2 and The Second Look Bookstore's reduced hours are Wednesday through Saturday from 11-3.
- The Friends are in need of volunteers for book sorting and bookstores. Karen Bradley sent out a link for volunteer opportunities.
- A sidewalk sale was held on Sunday, July 12 from 10-3.

BUILDING COMMITTEE

- Scotia Library – Possible groundbreaking in November.
- Woodlawn – Library and County staff met with Re4orm Architecture.
- Annual Review and Tour of Libraries – COVID-19 prevented the 2020 review from taking place. Monday, April 5, 2021 will be the next scheduled review.
- Carpet and window cleaning schedule chart in trustee packet.
- Rotterdam – Reviewing cost of new carpeting.

FINANCE COMMITTEE

- Resolution 3 – Approval of SCPL Board of Trustees Expenditures. Sharon Jordan made a motion to approve, Carmel Patrick seconded and passed unanimously.
- Resolution 4 – Submission of Grant Application to MVLS for a New York State Public Library Construction Grant. Tina Chericoni Versaci made a motion to approve, seconded by Cheryl Cufari and passed unanimously.
- Joe Landry thanked Karen Bradley, Devon Hedges, Beth DeMidio, Julie McDonnel, Tina Chericoni Versaci and all other staff who helped to prepare the 2021 budget as the first step in submission to the County. Discussion ensued.
- Resolution 5 – Approval for Submission of the 2021 SCPL Operating Budget. Tina Chericoni Versaci made a motion to approve, seconded by Sharon Jordan and passed unanimously.
- Resolution 6 – Approval for Submission of the 2021 SCPL Board of Trustees Budget. Discussion ensued. Carmel Patrick made a motion to approve, seconded by Deborah Escobar and passed unanimously.

PLANNING COMMITTEE

- Cheryl Cufari sent out the six-month summary on the long-range plan 2020-2023. She will collect reports from committees in October.

NEW BUSINESS

- William Levering announced that there is a vacancy on the board due to enforcement of the by-laws. Marsha Mortimore has resigned.
- William Levering asked trustees to hold August 27 for a possible trustee meeting.

Adjournment was at 6:40 p.m. on a motion from Carmel Patrick, seconded by Joe Landry, passed unanimously.