

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
August 5, 2021  
The Honorable Karen B. Johnson Library

PRESENT: Cheryl Cufari, Deborah Escobar, Randy Fine, Sharon Jordan, Joe Landry, William Levering, Steven McCutcheon, Carmel Patrick, Shawn Schultz, Brenda Schworm, Tina Chericoni Versaci

Ex-Officio: Karen Bradley, Director; Beth DeMidio, Assistant Library Director for Operations; Devon Hedges, Assistant Library Director III, Norrine Thompson, Friends of the Library; Janice P. Martin, Board Clerk

ABSENT: Heather Gray, Julie McDonnell

GUEST: Christine Symes

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

#### COMMUNICATIONS

- William Levering announced that Portia Alston is moving out of the area. She has submitted her resignation from the board. Dr. Levering asked for a motion to accept the resignation with regret. A motion was made by Sharon Jordan, seconded by Steve McCutcheon and passed unanimously.

#### PRIVILEGE OF THE FLOOR

- No one spoke during privilege of the floor.

#### AGENDA

- There were no changes or additions to the agenda. It was approved as distributed.

#### MINUTES OF THE JUNE 24 MEETING

- William Levering entertained a motion to approve the minutes of the June 24, 2021 Board of trustees meeting. As there were no changes, the minutes passed unanimously on a motion by Joe Landry, seconded by Cheryl Cufari.

#### PRESIDENT'S REPORT

- William Levering reported that the past several months have been busy as he and trustee committee members worked with administration dealing with financial, budget and personnel issues.

#### DIRECTOR'S REPORT

- A full-time library clerk was appointed and began on July 12,, 2021.
- A full-time cleaner began on August 2, 2021.
- Canvassing and interviews continue for the Librarian III position for Adult programming.
- Hours of operation will increase after Labor Day.
- Beth DeMidio has been conducting interviews and working with Human Resources to fill the open positions and onboard new employees mid-August in preparation for the increase in hours in September.

- On July 13, 2021, Library Administration had a budget meeting with John McPhillips and Ruth Ann Foster from the County Finance Department. Thanks also to Julie McDonnell for attending.
- On July 9, 2021 Devon Hedges and Kaela Wallman attended the SICM Kick Off event for the Summer Lunch Program
- Staff and patrons have been dealing with interruptions in air conditioning and library services at Niskayuna, Karen B. Johnson, and Scotia throughout much of July. The Facilities department has implemented temporary improvements and been developing long-term solutions.
- Directors of Central Libraries convened a discussion of the minimum hours of operation required by NY Department of Education.
- On-going update meetings for the Scotia addition construction have brought about shifts in grading approaches to manage foot traffic and drainage, selection of key interior finishes and fixtures, coordination efforts to work with Standard Commercial Interiors on furnishings.
- Meetings with Adult Services staff have initiated migration of shared document storage from local to cloud-based platforms.
- Devon Hedges conducted Outreach at a picnic and parade honoring senior citizens at the Senior Long-Term Care Picnic and Parade on July 14, 2021.
- The Mayor of Schenectady met on July 29, 2021 with the press, public, and Assemblyman Angelo Santabarbara, Legislator Gary Hughes and City Councilwoman Marion Porterfield at the Mont Pleasant Branch for an award to the city and announcement on the Craig-Main Connection initiative, a Complete Streets project to develop the Mont Pleasant and Hamilton Hill neighborhoods.
- The Building Committee and library administration have participated in ongoing meetings with the Metroplex Development Authority and the Downtown Schenectady Improvement Corporation as the latter two organizations have been working diligently with Mary Moore Wallinger of LAndART Studio NY to improve the grounds of the Honorable Karen B. Johnson Central Library.
- Devon Hedges will continue to coordinate with the Building Committee and will submit applications to the NYS Public Library Construction grant program in August.
- The “Dreams of Equality” community program series has begun with the presentation of two great programs. “Implicit Bias and Micro-Aggressions” was presented by Capital Region Chamber Vice-President of Talent, Diversity and Inclusion Jason Benitez and held at the Honorable Karen B. Johnson Library. Miki Conn presented a book discussion on “Twelve Years a Slave,” by Solomon Northup, at the Bornt Branch Library.

#### FRIENDS OF THE LIBRARY

- Norrine Thompson, First Vice-President of the Friends of the Library, reported that both bookstores are doing great and patrons are happy that they are open.

#### FACILITIES COMMITTEE

- Sharon Jordan thanked Metroplex, DSIC, the County IDA and Mary Moore Wallinger for the clean-up and landscaping outside of the Honorable Karen B. Johnson Library. They are investigating the trees in front of the KBJ Library and working out a plan to make sure that in the years to come that there will be healthy trees there.
- Scotia Branch Library
  - New furniture has been order
  - Outside rehabilitation of original building – completed. Roof completed.
- The application to MVLS for NYS Library construction funds is due by September 9, 2021. The resolution to submit the application will be presented for approval at this evening’s meeting.

## FINANCE COMMITTEE

- Joe Landry, Chair of the Finance Committee, made a motion to approve the following resolutions:
  - Approval of SCPL Board of Trustees Monthly Expenditures. Motion passed.
  - Approval of Schenectady County Public Library System 2022 Capital Projects:
    - \$60,000 Capital Request for the upgrade to LED lighting fixtures at the Glenville, Niskayuna, Quaker Street, Rotterdam, and Scotia Branch Libraries. Motion passed.
    - \$280,500 Capital Request for the upgrade to HVAC systems at the Niskayuna, Quaker Street, and Rotterdam Branch Libraries. Motions passed.
    - \$82,000 Capital Request for the replacement of flooring at the Rotterdam Branch Library. Motion passed.
    - \$93,346.66 Capital Request for audiovisual equipment, computer systems and computer peripherals in support of the multi-year technology plan to the County of Schenectady. Motion passed.
  - Approval of Submission of Grant Application to MVLS for the New York State Public Library Construction Grant. Motion passed.
- Joe Landry reported that a budgetary amendment to replace the roof at the Woodlawn Branch Library will be presented at the Schenectady County Legislative meeting on Tuesday, August 10, 2021.

## PLANNING COMMITTEE

- The SCPL survey ended July 16, 2021. Cheryl Cufari inputted the results from the paper surveys. Those were combined with online entries, and as a result, Doug Bixler prepared a graphed document, which Cheryl distributed to trustees.
- Cheryl Cufari will make a presentation to the County Legislature on August 10, 2021. William Levering and Carmel Patrick will attend as well. She thanked Legislator Peggy King for her support.

## NEW BUSINESS

- Beth DeMidio reported that from the survey results it was clear that patrons want increased hours for libraries. An updated list of library hours is included in trustee packets. The new hours will begin on September 7, 2021 and continue until the end of the year. Discussion ensued. William Levering thanked Beth DeMidio and staff for working on new hours for the library.

The Board went into executive session at 6:33 p.m.

A report from the Personnel Committee was received: "Resolved that the Board receive with regret, the retirement of Karen Bradley as Director. Her last active working day will be April 15, 2022, but will have accrued benefits that take her actual employment longer." The motion passed unanimously. A motion to adjourn the executive session and reconvene was made, seconded, and passed. The board reconvened in regular session. A motion to adjourn was made, seconded, and passed. The board adjourned at 6:39 p.m.

The next meeting is on Thursday, September 23, 2021 at 6:00 p.m. and will be hybrid.