

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 25, 2018
Central Library

PRESENT: Cheryl Cufari, Anthony Gaddy, Heather Gray, Cori Hoffman, Sharon Jordan, M. Joe Landry, William Levering, Julie McDonnell, Marsha Mortimore, Carmel Patrick, Tina Chericoni Versaci, Karen Bradley, Angela Strong, Janice Martin-recorder

ABSENT: Camille Siano Enders, Randy Fine, Edwin D. Reilly, Jr.

SCHENECTADY
COUNTY

LEGISLATURE: Richard Patierne

Carmel Patrick called the annual meeting to order at 5:35 p.m.

The 2018 meeting dates were confirmed. Committee chairs remain the same with one exception – Cori Hoffman will replace Donna Phillips as chair of the branch representative committee.

ELECTION OF OFFICERS/OATHS OF OFFICE

Joe Landry, Chair of the nominating committee, presented the slate of officers:

- President – Carmel Patrick
- Vice President – Anthony Gaddy
- Treasurer – Tina Chericoni Versaci
- Secretary – Camille Siano Enders

Mr. Landry administered the oath of office to all except Camille Siano Enders, who was not in attendance at tonight's meeting.

Carmel Patrick welcomed Richard Patierne, who replaces Legislator Holly Vellano as Chair of the Schenectady County Legislature's Education and Libraries committee.

Carmel Patrick announced that Esther M. Swanker passed away on January 4, 2018. She asked for a moment of silence.

2017 Accomplishments

- Planning for the new Mont Pleasant Branch Library.
- Capital projects successfully completed at several branches.
- The Planning Committee developed a framework for Long Range Plan of Service progress reports.
- Trustees and Finance Committee advocated for a full-time Senior Library Clerk, as well as several of the Technology Plan's priorities to be included in the SCPL's 2018 budget.

The 2018 annual meeting was adjourned at 5:45 p.m. on a motion by Sharon Jordan, seconded by William Levering.

The regular meeting was called to order by Carmel Patrick at 5:45 p.m.

MINUTES OF THE NOVEMBER 30 MEETING

The minutes of the November 30, 2017 meeting were approved unanimously on a motion by William Levering, seconded by Marsha Mortimore.

PRESIDENTS REPORT

2018 Goals

- The Building Committee will work with the County to facilitate the construction schedule for the new Mont Pleasant Branch Library.
- Unfinished 2017 capital projects will be a priority for the first quarter of the year.
- The Planning Committee will continue to work with all trustee committees to evaluate and assess progress in meeting the goals of the long-range plan of service.
- The Finance Committee will facilitate the 2019 budget planning process.
- The Branch Committee will work with the staff planning group to gain the data and other information needed to evaluate branch hours of operation and staffing.

Donna Phillips has submitted her resignation from the Library Board of Trustees. Donna did a tremendous job as the Chair of the Branch Committee. We will work with the County to recommend a City of Schenectady resident to replace Donna on the Board of Trustees.

DIRECTOR'S REPORT

- The library received notification that we received the \$25,000 grant from the Carlillian Foundation that was submitted in December for the Mont Pleasant Branch Library.
- The library received notification from the Schenectady Foundation on January 5, 2018 that we have been awarded the \$150,000 grant we submitted for the Mont Pleasant Branch Library.
- The library received a \$1,000 donation for books from a community member who participates in our weekly writing support group.
- The roving sheriff position, to be shared between the Mont Pleasant and Bornt Branch, has been filled by Ben Stevens.
- Karen Bradley, Angela Strong and Lisa Flood have been working with the County Manager and Jackie Falotico on the library's staffing situation. We are in the process of filling our part-time Library Assistant for Adult Services position that has been vacant since late March 2017 and our part-time Library Assistant for Youth Services position that has been vacant since July 2017. We are in the process of filling the full-time roving Senior Library Clerk position. We are also converting some of our library part time positions to senior library clerk as to more appropriately align with job responsibilities.
- Karen Bradley asked if anyone from the trustees is willing to collaborate on a community-wide, One County, One Book program with SCCC. Cheryl Cufari expressed interest in co-chairing with Chris Witkowski from the Friends.
- Staff are busy preparing various components of the statistics and information needed for the annual report.
- NYLA's Library Advocacy Day is February 28, 2018. Please let Karen know if you would like to attend.
- The library kicked off a new program initiative at the Central Library entitled "Repair Café." Information is provided in trustee packets.

- Assemblyman Angelo Santabarbara has asked to tour the Central Library on Friday, January 26 at 10:00 a.m.; Zeb from Open Stage Media will be taping it.
- Resolution 1 – Approval of the Annual Joint Automatic Projection Agreement. A motion was made to approve Resolution 1 by Cori Hoffman, seconded by Joe Landry and approved unanimously.

FRIENDS OF THE LIBRARY

- Beat the Snow Winter Concerts continue on Sunday afternoons at 2:30 through the end of March (with the exception of Sunday, February 4, for the winter book sale).
- Books Sandwiched In continues on Monday afternoons at 12:00.
- Winter Book sale is February 3 and 4, 2018.
- The Friends annual meeting will be held at the Glen Sanders Mansion on April 10, 2018. Sign up forms will be in the March newsletter.
- The nominating committee has been working to fill board and officer positions. The Friends are seeking a special person to replace our retiring treasurer.
- Friends' volunteers put in over 12,000 hours in 2017 processing and selling donated and discarded books and media.

BUILDING COMMITTEE

- The two buildings at the corner next to the Mont Pleasant Branch Library were demolished at the end of October and the site is now cleared and fenced. It is ready for construction in the spring of 2018.
- We received notification that the \$150,000 grant application from The Schenectady Foundation has been approved.
- We received notification that the \$25,000 grant application was approved from the Carlillian Foundation.
- 2nd floor – Most of the clean-up is finished. Planning for the 2nd floor is continuing. Layout concept and initial facilities support requirements expected by February 2018. Literacy Volunteers will be staying in their space for 2018 – the contract is being reviewed by the County Attorney for approval.
- A building Committee will be held prior to the February Trustees meeting to review the report and tour the 2nd floor.

FINANCE COMMITTEE

- Julie McDonnell reviewed the Summary of Trustee Fund Balances as of December 31, 2017.
- Resolution 2 – Approval of SCPL Board of Trustees Expenditures. A motion to approve Resolution 2 was made by Tina Chericoni Versaci, seconded by William Levering and approved unanimously.

POLICY COMMITTEE

- The Policy Committee, William Levering, Camille Siano Enders, Edwin Reilly, Jr., Heather Gray, along with staff members will meet to review policies.

RESOURCE DEVELOPMENT COMMITTEE

- Tony Gaddy passed around a Times Union article from November 19, 2017 entitled Minority and Women Business Ownership. The article features Mr. Gaddy and minority business owners who want to be visible in the capital region.
- Tony Gaddy and Sharon Jordan will meet with David Hogenkamp from Metroplex to discuss fundraising (“School of Rock”).

PLANNING COMMITTEE

- The Planning Committee will meet in February.

NEW BUSINESS

- Carmel Patrick encouraged trustees to join the Friends of the Library if they currently are not members.
- Bill Levering announced that First Reformed Church has meeting space available. There is an online reservation system.

The meeting was adjourned at 6:27 p.m. on a motion by Cori Hoffman, seconded by Sharon Jordan and approved unanimously.

The next meeting will be held on Thursday, February 22, 2018 at 5:30 p.m. in the Swanker Boardroom at the Central Library.