

SCHENECTADY COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

March 25, 2021

PRESENT: Cheryl Cufari, Deborah Escobar, Sharon Jordan, William Levering, Steven McCutcheon, Julie McDonnell, Carmel Patrick, Shawn Schultz, Brenda Schworm, Tina Chericoni Versaci

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

ABSENT: Portia Alston, Randy Fine, Heather Gray, Joe Landry

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

A "Communications" section was added to the agenda. This will cover privilege of the floor, messages from the web, and communications from the county.

COMMUNICATIONS

- Karen Bradley announced that the Glenville Branch Library received a \$250,000 bequest from a former patron and library volunteer.

AGENDA

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

MINUTES OF THE FEBRUARY MEETING

- William Levering entertained a motion to approve the minutes of the February 25, 2021 board of trustees meeting. As there were no changes, the minutes passed unanimously on a motion by Sharon Jordan, seconded by Tina Chericoni Versaci.

DIRECTOR'S REPORT

- Limited in-person service began on Monday, March 22, 2021 at all eight locations. We believe many are unaware of the reopening, as the press release never appeared in the media. It is spreading via word of mouth and social media.
- The quarantining of library materials has been lowered from four days to two days as of March 1 2021.
- Thanks to the 2021 Friends of the Library budget allotment for collection support, we will be investing in some fresh books for the renovated Woodlawn Branch Library when they reopen in later April. The books will have a book plate sticker in them saying they were purchased through the Friends. We will be using additional Friends funds to add to our digital content, which has been in hot demand since the Pandemic.
- We welcomed SPO Scott Ferguson back on Monday, March 22 at KBJ, SPO Ben Stevens to Bornt and Mont Pleasant and Gus Robeson to KBJ on Saturdays.
- The County Manager and Deputy County Manager held a Department Head meeting last week and announced some updates concerning the Pandemic. Our County will be receiving \$32 million of COVID-19 relief from the federal government. We have been tracking our County Public Health Services staff hours that library staff have been doing since March 21, 2020 along with any expenses we have incurred. County employees who have been two weeks past their second dose of vaccine will no longer need to quarantine due to out of state travel. This applies to domestic travel only as international travel is strongly discouraged by CDC. They also announced that there will be a new budget process for 2022, details to be announced soon and Finance will then begin the budget process with Administration.

- Thank you to Devon Hedges for collaboration with County PESH for building safety risks and mitigation walkthrough for all library locations and for overseeing the Woodlawn renovation.
- Staff and volunteers are providing appointment signup assistance for multiple vaccine PODs. They have also participated in mass vaccine PODs at Rivers Casino.
- During the month of April, our Youth Services Department will be launching an ABC Hunt throughout Schenectady County. In the month of April, every day Monday-Saturday, a photograph of a letter found somewhere in the county will be posted to SCPL's FB and Insta social media pages. Some will be from easy to recognize landmarks, and others will be more challenging to spy. Anyone who knows where that letter can be found, or hunts and finds it, is invited to submit their answer to a form that will accompany each post. One winner will be chosen from the correct answers for each letter, and each winner will receive a prize in May. The letters are deliberately chosen from local parks, businesses, and family-friendly destinations that are COVID friendly. The whole idea of getting out of the house, going for a walk or ride, and exploring the community is a key component of the Schenectady County Public Library ABC Hunt.
- National Library Week is April 4-10, 2021 with the very appropriate theme of "Welcome to Your Library." We will be launching *Leaving our Fingerprints on History Project* relating to the Pandemic during NLW. A press release will go out detailing NLW programs and current schedule for library branches.
- Thank you to Beth DeMidio and Devon Hedges for all of their assistance with the NYS Annual Report and of course a thanks to the staff of our County Finance Department for their assistance. We need a motion for the approval of Resolution 1 for the submission of the 2020 report to DLD.
- Resolution 1 – Approval of 2020 New York State Annual Report. Cheryl Cufari moved, Sharon Jordan seconded, motion passed.

FRIENDS OF THE LIBRARY

- Book donations will be accepted beginning Monday, March 29, 2021.
- Book sale will be held Saturday and Sunday, June 5 and 6, 2021.
- The Friends annual meeting will be held virtually this year on Friday, April 6, 2021.

FACILITIES COMMITTEE

- The Woodlawn Branch Library has at least another month of work ahead. Possible Open House at the end of May, beginning of June.
- The Scotia Branch Library new construction should begin the middle of April.

BEQUEST COMMITTEE

- It has been identified by several members of the Library Board of Trustees and Administration that there is a need for landscaping and general beautification of the grounds at the Karen B. Johnson Library. The Bequest Committee recommended and the Finance Committee approved, that funds be allocated from the Esther Swanker Fund. Tina Chericoni Versaci, Chair of Bequest Committee, made a motion to approve Resolution 2 – Joint Resolution of the Bequest Committee and the Finance Committee for the approval of Expenditures. Motion passed unanimously.

FINANCE COMMITTEE

- Tina Chericoni Versaci, member of Finance Committee made a motion to approve Resolution 3 – Approval of SCPL Board of Trustees Expenditures. Motion passed unanimously.

PLANNING COMMITTEE

- Cheryl Cufari reported that the committee is on a hiatus until the library is fully operational.

NEW BUSINESS

- William Levering reported that the Scotia Branch Library will soon undergo new construction. The County Attorney recommended an amendment to the current lease, which will expire on December 31, 2047. He made a motion for approval, that the ratified lease amended by the County Attorney and the Village of Scotia, extending the lease through December 31, 2070, be approved. The motion passed unanimously.
- On behalf of the Library Board of Trustees, William Levering moved that April 6, 2021 be proclaimed National Library Workers Day. Motion passed. Discussion ensued. The Trustees' agreed to give a gift of chocolate to each staff member attached to the scrolled proclamation. Expenditures approved up to two hundred dollars. Shawn Schultz, Carmel Patrick and Tina Chericoni Versaci volunteered to coordinate and have the gifts distributed to staff during National Library Week.
- Hybrid trustee meetings will be moving forward to in-person. Discussion ensued. The meetings will continue to start at 6:00 p.m.
- Karen Bradley announced that the Foundation for Mohawk Valley Libraries is promoting *Library Giving Day* on April 7, 2021. Donations can be made at www.mvls.info/foundation to support your library.
- Julie McDonnell reminded trustees to fill out the 2019 and 2020 Ethics Form and submit to Schenectady County Board of Ethics Office.
- Carmel Patrick thanked Karen Bradley and staff for helping out with COVID-19 vaccination appointments.

William Levering entertained a motion to adjourn the meeting at 6:50 p.m. Motion passed unanimously.