

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

PRESENT: Jennifer Barnes, Cheryl Cufari, Curtis Eatman, Randy Fine, Heather Gray, Cori Hoffman, Sharon Jordan, M. Joe Landry, Carmel Patrick, Tina Chericoni Versaci, Karen Bradley, Angela Strong, Janice Martin-recorder

ABSENT: Anthony Gaddy, Julie McDonnell, William Levering, Marsha Mortimore

Carmel Patrick called the meeting to order at 5:33 p.m.

MINUTES OF THE SEPTEMBER 27 MEETING

The minutes of the September 27, 2018 meeting were approved with one abstention from Carmel Patrick, as she was not in attendance.

PRESIDENT'S REPORT

- Carmel Patrick thanked Vice President Tony Gaddy for leading the September trustee meeting in her absence and to past president Cheryl Cufari for conducting the new trustee orientation.
- A reminder to place a vote for the One County, One Book program by November 9.
- Thank you to Cheryl Cufari and the Planning Committee for distributing the template for EOY committee reports.
- If you have not done so already, please take a few minutes to answer the three short questions regarding the proposal that would require all library trustees in New York State to participate in a minimum of three-hours of trustee training annually. The survey link is <https://www.surveymonkey.com/r/YK52ZR6>
- The Finance Committee and Building Committee Chair met to discuss the strategic priorities in our 2019 budget submission. We continue to advocate to ensure that the Schenectady County Public Library is able to operate in efficiently, and best meet the needs of its patrons. Carmel Patrick and Sharon Jordan will be meeting with Legislator Richard Patierne on Friday, October 26, 2018 regarding the library board's submission of the 2019 budget request.

DIRECTOR'S REPORT

- The Schenectady County Legislature will be adopting the 2019 County budget on October 22, 2018.
- If any trustee is interested in visiting the Quaker Street Branch Library with Karen Bradley and Sharon Jordan to see the branch improvements, please contact Karen.
- A meeting of the MVLS Central Library Committee will be held on October 23, 2018.
- Our Friends of the Library will be hosting Harry Potter Day on October 27, 2018 from 10:00 a.m-4:00 p.m.
- Local author Ryan Smithson will be meeting with the Niskayuna Teen Writing group at 4:00 p.m. on November 13 and will present an adult/teen program at 6:30 p.m. that day.
- Our annual Community of Writers program will be held on Sunday, November 18 from 2:00-4:00 p.m. Our OCOB winning title will be announced on that day as well.
- The Bornt Branch Library will be a polling site for the upcoming general election.

#### FRIENDS OF THE LIBRARY

- The fall book sale netted over \$16,000. The Friends are donating to the Sheriff's auxiliary since they worked at the book sale.
- The Board of the Friends of the Library approved a vote to open a second Whitney Book Store in ViaPort. It should be open by December.
- The current two volunteer organizers of the book sale are stepping back from that project. The next sale is in February. Efforts are underway to find replacements.
- Harry Potter event is scheduled for October 27.
- Beat the Snow Sunday afternoon music series is set for the upcoming season.
- Museum Pass program is active and growing. More branches-more passes.
- The digital billboards have been ordered and we're waiting on some electrical upgrades to install.

#### FINANCIAL COMMITTEE

- Joe Landry asked for a motion to approve Resolution 1 – Approval of SCPL Board of Trustees Expenditures. A motion was made by Tina Chericoni Versaci, seconded by Sharon Jordan and approved unanimously.

#### BRANCH COMMITTEE

- Cori Hoffman reported that the Branch committee met recently. The committee members have been reporting on maintenance issues, which Sharon Jordan takes care of through the Building Committee. She is encouraging the members to give feedback about their branches, programs, etc.

#### BUILDING COMMITTEE

- Timeline for new Mont Pleasant Branch:
  - November 30, 2018 – Outside of building completed.
  - January 31, 2019 – Branch construction completed.
  - February/March, 2019 – Move from old library to new.
  - April 2019 – Demolish old library.
  - May 2019 – Preparation for parking lot and paving.
  - July 1, 2019 – Total completion.
- A Community meeting will be held on November 15, 2018 from 6:00-7:00 p.m. at the Mont Pleasant Library to solicit input from residents about the new Mont Pleasant Branch Library. All are welcome.

#### PLANNING COMMITTEE

- Cheryl Cufari distributed the 2018 Long Range Plan Committee Progress Report.
- Next Long Range Plan will begin in 2020.

#### ONE COUNTY, ONE BOOK

- Carmel Patrick thanked Cheryl Cufari and Chris Witkowski for co-chairing One County, One Book. Deadline for voting is November 9, 2018.

#### SECURITY COMMITTEE

- Heather Gray will replace Camille Siano Enders on the Security Committee. The next meeting will be held on December 13, 2018. Karen Bradley and Angela Strong will meet with Heather to brief her and give meeting minutes on the past several years.
- Discussion ensued regarding the recent evacuation of county agencies due to a package that was left on the County Courthouse steps.

#### TECHNOLOGY COMMITTEE

- Randy Fine reported that the technology budget was reduced with the 2019 county budget. The ability to serve patrons will be at risk, possibly with fewer computers. The committee would like to regain technology funds.
- Discussion ensued regarding data analysis regarding staffing/services, etc. Angela Strong and Cori Hoffman have been working together to gather data for the Planning Committee. The Planning Committee will be meeting on November 5, 2018 and will discuss the future of staffing, branch hours, etc.

#### NEW BUSINESS

- Discussion ensued regarding the desk located near the reference desk. SCAP maintains a staff member there every Wednesday from 10:00 a.m.-6:00 p.m. connecting patrons with the valuable resources they need. The library reference staff and branches provide these services, also, on a regular basis to our patrons.
- Discussion ensued regarding bringing in an outside vendor to teach computer classes. Karen Bradley reported that the library already offers computer classes to the public from outside educators, paid for by the Friends of the Library.
- Carmel Patrick introduced the two new library trustees, Jennifer Barnes and Curtis Eatman, to those who were not present at the October meeting.

The meeting was adjourned at 6:18 p.m. on a motion by Sharon Jordan, seconded by Cori Hoffman and approved unanimously.

The next meeting will be held on Thursday, November 29, 2018 at 5:30 p.m. in the Swanker Boardroom at the Central Library.