

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 24, 2014  
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, M. Joe Landry, William Levering, Julie McDonnell, Lisa McHugh, Marsha Mortimore, Donna Phillips, Tina Chericoni Versaci, Karen Bradley, Janice Martin-recorder

ABSENT &  
EXCUSED: Sharon Jordan, Jamaica Miles, Edwin D. Reilly, Jr.

FRIENDS  
BOARD: John Karl

Guests: Holly Vellano, Eric Trahan, Ron Barrows

Cheryl Cufari called the meeting to order at 6:33 p.m. She introduced Eric Trahan, MVLS Director and Ron Barrows from the Barrows Group. They spoke about the Foundation for MVLS Libraries.

Mr. Trahan thanked the board for having them as guest speakers this evening. He reminded the trustees that he met with them last October to give an overview on the Mohawk Valley Library System. He passed around a *draft* copy of The Foundation for Mohawk Valley Libraries. MVLS as a system and libraries in the four counties of Fulton, Montgomery, Schenectady and Schoharie have all had their funding cut. State and federal grants no longer exist.

The Foundation will supply:

- Stability
- Sustainability
- Service
- Support

The Foundation will facilitate the following services and/or funding streams:

- Funding for Member Libraries
- Funding for Advocacy
- Funding for System-wide Innovation
- Funding for the Future
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Discussion ensued.

Mr. Barrows spoke and assured the trustees that the Foundation's fundraising efforts would not interfere with local library fundraising or grant applications. Member library inclusion in the Foundation is voluntary and there is no cost to join. However, there would be a cost associated with handling funds.

Additional information will be available at the MVLS annual dinner on May 21. All trustees are invited to attend.

If there are any questions about the Foundation, please contact Eric Trahan or Cheryl Cufari.

The minutes of the March 24 meeting were approved unanimously on a motion by Bill Levering, seconded by Julie McDonnell.

#### PRESIDENT'S REPORT

Cheryl Cufari reported. We have reached the final stage of the Schenectady Foundation Concept Paper grant process. This is great news. Grant writer, Susan Lombardi, has guided us through the process and will assist with the final submission of our grant.

The March 27 fundraiser raised \$27,196 (\$10,000 was from Esther M. Swanker). Expenses were \$3,086.65 with one mailing expense still to come. Thank you letters will be going out soon.

Invitations to the MVLS annual dinner are enclosed in tonight's packet.

#### DIRECTOR'S REPORT

Karen Bradley reported. Enclosed is a *draft* of the library's 2013 annual report. The final copy will be emailed to trustees. JA was able to fix a virus in Sandy Andersen's computer, but not in time for a final printing for the meeting. It has been a challenging year but we have stayed with our mission in 2013 to promote literacy and provide more children's programs.

Ms. Bradley will provide the trustees with a final wrap up at the June meeting with changes that have been made since last July when the Restructuring Action Plan began (the budgetary restraints began in January).

The 2015 proposed budget will be presented at the May board meeting.

Mary Ann Warner reported. The county has started demolition in the circulation department. They have torn down a side wall in preparation for the new circulation desk. Installation of new tile, disassembly of old desk and installation of new desk will begin on May 8. A new reference desk will follow.

JA has been instrumental in guiding us through the RFID changeover. Lisa Flood and Serena Butch are training branch staff and they are reviewing/revising the tagging process. We are also having intensive training at central with the self-check machine. We are waiting for county approval for the credit card option.

#### FRIENDS OF THE LIBRARY

John Karl reported. The spring book sale will be held on Saturday, May 3 from 9-4 and Sunday, May 4 from 1-3. Volunteers are needed to work the book sale. A sign-up sheet was passed around.

The annual volunteer picnic will be held on Friday, June 6 at the River Road Park in Niskayuna. Giffy's Barbeque is catering. Volunteers are needed to help with set-up, serving and clean-up. A sign-up sheet was passed around.

The kitchen in the McChesney Room will be renovated. The Friends will pay for materials and the county will do the construction.

The Friends are planning a lobby effort to rally the public to support the library and restore funding from the county. A committee has been appointed and they will contact legislators and ask that:

- Hours be restored
- Staffing be restored
- Technology be included in the budget

The Friends are planning to provide the public with informational pamphlets regarding cuts in funding. Discussion ensued. Questions arose as to the legality of handing pamphlets out on library property and whether the Friends are representing the entire population of Friends' members.

#### BUILDING COMMITTEE

Anthony Gaddy reported that more information will be available at the May 22 meeting.

#### FINANCIAL COMMITTEE

Joe Landry made a motion to approve Resolution – 1 4/24/14 Approval of SCPL Board of Trustees Expenditures. The motion was seconded by Tina Chericoni Versaci and approved unanimously.

#### FUNDRAISING AND DEVELOPMENT COMMITTEE

Anthony Gaddy reported. A fundraising committee meeting was held on Wednesday and several ideas were discussed.

- Quarterly letters
- QR Code
- Public-Friendly Event/Formal Event
- Reassessing mailing list/starting new mailing list
- Community support for Bornt Literacy Center

If anyone is interested in joining the committee, please contact Anthony Gaddy.

#### PLANNING COMMITTEE

Randy Fine reported. The committee is working on a technology plan. Technology needs to be part of the library budget and discussion is being held at the finance committee meetings to include it in the budget. Grants for equipment are rare.

## POLICY COMMITTEE

Bill Levering reported. Mr. Levering distributed a copy of the draft policy booklet. The second reading of the Code of Ethics was read and discussed. Changes were made.

- Number 7 b. ii. – Eliminate paragraph
- Number 7 b. iv. – Change to: A Board member is a member of the governing body of a contributor to SCPL.
- Number 7 b. v. – Change to: A volunteer trustee working on behalf of SCPL who meets any of the situations or criteria listed above shall report their conflict to their supervisor of the Trustees.
- Number 7 f. – Change to: Any board member in a position to make decisions about spending SCPL resources which may result in a conflict of interest has a duty to disclose that conflict as soon as it arises (or becomes apparent); s/he should abstain in any final decisions.

Mr. Levering asked for a motion to adopt the Code of Ethics as amended. The motion was seconded by Lisa McHugh and approved unanimously.

The first reading of the Materials and Selection Policy was presented this evening. Trustees can contact Bill Levering if they have any suggested changes for the second reading in May.

Ms. Cufari thanked Mr. Levering.

Cheryl Cufari asked for a motion to approve Resolution – 4/24/14 – MVLS Board Nomination. A motion was made by Camille Siano Enders, seconded by Randy Fine and approved unanimously.

The next board meeting will be held on Thursday, May 22, 2014 at 6:30 p.m. in the Swanker Boardroom at the central library.

The meeting was adjourned at 8:30 p.m. on a motion by Randy Fine, seconded by Bill Levering and approved unanimously.