

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 25, 2017
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Anthony Gaddy, M. Joe Landry, Julie McDonnell, Marsha Mortimore, Carmel Patrick, Edwin D. Reilly, Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT: Randy Fine, Cori Hoffman, Sharon Jordan, William Levering, Donna Phillips

SCHENECTADY
COUNTY

LEGISLATURE: Holly Vellano, Education and Libraries Chair

GUESTS: Kaela Wallman

Carmel Patrick called the meeting to order at 5:34 p.m.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

MINUTES OF THE APRIL 27 MEETING

The minutes of the April 27, 2017 meeting were approved unanimously on a motion by Tina Chericoni Versaci, seconded by Marsha Mortimore.

PRESIDENT'S REPORT

- The Finance Committee, working with Karen Bradley and Serena Butch, are progressing with 2018 budget preparation. In addition to discussion at the April and May board meetings, trustees will have an opportunity to meet with the committee on June 13 to raise additional questions before voting on the budget.
- The Bornt Branch Library is officially certified as a Family Place Library. Carmel thanked Karen Bradley, Serena Butch, Kaela Wallman and the Bornt Branch Library staff.
- Continued thanks to Sharon Jordan for her dedication to the Mont Pleasant Branch campaign. We are meeting with prospective donors for the new Mont Pleasant Branch. Staff are working on grant applications to The Schenectady Foundation and the Wright Family Foundation to support the branch capital campaign.
- Trustees can contact Joe Landry if they are available to volunteer at the picnic on June 9.

DIRECTOR'S REPORT

- Karen Bradley introduced Kaela Wallman, the library's new Youth Services Coordinator.
- Interviews for the Assistant Director of Library Operations are underway.
- Our literacy partnership with Schenectady City Schools resulted in a very successful author visit on Tuesday, May 16, 2017, featuring *All American Boys* authors Jason Reynolds and Brenden Kiely. Over 800 students read the book and 54 school book clubs. The authors did two school visits and a community program in the evening. Karen thanked Kaela Wallman for working on this important initiative with her.

- A team of staff members are meeting weekly with Elissa Kane on the staff input needed for the BOT Long Range Strategic Plan. They group will present a report to the BOT, possibly at the July meeting.
- Cheryl Cufari received the Harold and Junice Wusterbarth Award at the MVLS Annual dinner meeting on May 10, 2017.
- Thanks to Joe Landry for the donations coming in for the picnic on June 9.
- Serena Butch reported on staffing requests for 2018 budget:
The library is staffed primarily with part-time and substitute employees, which creates an unstable staffing situation and results in part-time employees receiving out of class pay. We have approximately 51 unfilled hours for nine branches per week.
The technology desk is now filled with part-time and substitute employees. The public needs assistance with technology and part-time staff are not trained for the hands-on technical assistance that is required. We need a trained and dedicated person to work in that area. The library is requesting two full-time positions in the 2018 budget request:
(1) Full-time Senior Library Clerk
(1) Full-time Technology Position (the position would be between a Senior Library Clerk and Library Assistant)

Discussion ensued. The 2018 budget request will be voted on at the next board meeting on June 13, 2017.

FRIENDS OF THE LIBRARY

- The new point of sale system at the Whitney Book Corner will go live on June 1.
- The Friends passed a policy for lending tables.
- The book sale on May 6-7 was a success. Numbers are not final, but should be around \$16,000.
- Val Catlin and three others went to a meet-up of the Friends Section of NYLA at Clifton Park Library recently.
- Donna Fairlee, Chris Makofski and Rita Moore are working with Joe Landry on the staff/volunteer picnic.
- The Friends will have a membership table, and the Whitney Book Corner will have tables with books for sale at Comic Con on July 9.

BUILDING COMMITTEE

- Progress continues on the 2nd floor clean up and changes.
- Plans continue for the new Mont Pleasant Branch Library
- The annual tour of branches took place on April 17.
- Projected for 2018: Niskayuna roof replacement and Mont Pleasant Branch Library replacement.

FINANCIAL COMMITTEE

Joe Landry asked for a motion to approve the following resolutions:

- Resolution #1 – 5/25/17 – Approval of SCPL Board of Trustees Anticipated Expenditure – Friends Picnic. A motion was made by Cheryl Cufari, seconded by Anthony Gaddy and approved unanimously.
- Resolution #2 - 5/23/17 – Approval of SCPL Board of Trustees Expenditures. A motion was made by Tina Chericoni Versaci, seconded by Marsha Mortimore and approved unanimously.
- Resolution #3 – 5/23/17 – SCPL Board of Trustees approves utilizing the services of The Foundation for Mohawk Valley Libraries to raise funds for the Mont Pleasant Branch of the Schenectady County Public Library. Discussion ensued. A motion was made by Anthony Gaddy, seconded by Julie McDonnell and approved unanimously.
- Resolution #4 – Approval of submission of a capital construction grant to The Schenectady Foundation in the amount of \$150,000 for the 2018 construction of a new Mont Pleasant Branch Library. A motion was made by Marsha Mortimore, seconded by Edwin Reilly, Jr. and approved unanimously.
- Resolution #5 – Approval of submission of a capital construction grant to The Wright Family Foundation in the amount of \$150,000 for the 2018 construction of a new Mont Pleasant Branch Library. A motion was made by Tina Chericoni Versaci, seconded by Julie McDonnell and approved unanimously.

RESOURCE DEVELOPMENT COMMITTEE

- Carmel thanked Tony Gaddy for arranging a meeting with Eric Trahan from MVLS to discuss whether donations for Mont Pleasant may be directed to the MVLS Foundation.
- Tony Gaddy is continually working to get the word out about the new Mont Pleasant Branch Library.

PLANNING COMMITTEE

Cheryl Cufari reported that the next meeting will be held on June 1, 2017.

SECURITY COMMITTEE

- Camille Siano Enders reported that Leela Moore, the county's new safety and training coordinator, attended the security meeting on March 22, 2017 and will attend future meetings.
- The committee may request a "No Smoking within 50 feet of Building" sign.
- New cameras were installed at the Bornt Branch and all cameras were adjusted to give maximum coverage.
- The next meeting is scheduled for June 12, 2017.

OLD BUSINESS

Carmel Patrick distributed an updated flyer from Frank Wicks regarding the proposed William Seward and Harriet Tubman statue. Mr. Wicks will speak with Schenectady County and the City of Schenectady as well.

NEW BUSINESS

Trustees may contact Joe Landry if they are available to volunteer for the picnic on June 9.

Discussion ensued regarding summer meetings and it was agreed upon that the trustees will not meet in August.

The meeting was adjourned at 6:24 p.m. on a motion by Cheryl Cufari, seconded by Edwin Reilly, Jr. and approved unanimously.

The next meeting will be held on June 13, 2017.