

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 26, 2016  
Central Library

PRESENT: Cheryl Cufari, Sharon Jordan, M. Joe Landry, William Levering, Julie McDonnell, Jamaica Miles, Marsha Mortimore, Carmel Patrick, Donna Phillips, Edwin D. Reilly, Jr. Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT AND

EXCUSED: Camille Siano Enders, Randy Fine, Anthony Gaddy, Cori Hoffman

FRIENDS

BOARD: Val Catlin

Carmel Patrick called the meeting to order at 6:32 p.m.

MINUTES OF THE APRIL 28 MEETING

The minutes of the April 28, 2016 meeting were approved unanimously on a motion by Sharon Jordan, seconded by Cheryl Cufari.

PRESIDENT'S REPORT

Carmel Patrick reported. On May 16, Karen Bradley, Serena Butch and Carmel Patrick met with the content editor and two reporters of the Daily Gazette. They shared information about upcoming SCPL initiatives, events and activities, and received feedback from the Gazette staff on how to effectively communicate SCPL news with them.

She reminded trustees that the staff and volunteer picnic, sponsored by the Friends and Trustees, is Friday, June 3 at River Road Park. If anyone can volunteer for the event, please contact John Karl.

She thanked all trustees who have been hard at work on the various committees – working in these areas:

- The facilities assessment and planning for all of SCPL's branches
- Developing the SCPL's long range plan of service
- Evaluation of the technology plan
- Initial work on the 2017 budget
- Resolution of several security issues in the first part of 2016

DIRECTOR'S REPORT

Karen Bradley reported. She congratulated Cheryl Cufari on receiving the Katherine Rozendaal Award at the annual meeting of the YWCA.

She congratulated and thanked the Friends of the Library on their highly successful book sale.

Work on the New York State Annual Report is nearing completion, with assistance from the County Finance Commissioner, and will be on the June agenda for approval.

The Schenectady Foundation supported Youth Summit Conference held on May 25 brought together 400 members of the community. Thank you to Carmel Patrick and Serena Butch for working on this important initiative.

Karen Bradley and Serena Butch participated in the Siena College AmeriCorps Vista Fellow interview process.

The first series of Stay and Play programs, that are part of the Family Place Library initiative, are underway at the Bornt Branch.

May has been a busy month for outreach opportunities in the community in support of early literacy.

Workplace Violence, PESH, and incidence response training has been underway for library staff.

NYS Comptroller, Thomas DiNapoli, and other dignitaries toured the Bornt Branch Library on April 29.

MVLS consultant, Don Reisinger, met with members of SCPL staff to seek input into how MVLS can better serve our library system.

The library is collaborating with the Foundation for MVLS on June 7. The program will feature Alison Macrena, from the Library Freedom Project, who will speak on privacy issues for public libraries.

The Central Library Services Committee met last week to discuss the library's role as the Central Library and plan for the next application for funds.

Karen Bradley and Serena Butch have discussed having employee recognition for lengths of service with the organization. She asked the board if they would be receptive to having them attend a board meeting to receive the recognition.

Karen Bradley asked for a motion to approve Resolution 1 – Approval of Submission of a grant to MVLS for \$4,500 for the 2016-2017 Adult Literacy Grant. There was a motion to approve by Cheryl Cufari, seconded by Jamaica Miles and approved unanimously.

#### FRIENDS OF THE LIBRARY

Val Catlin reported. The spring book sale held on April 30 and May 1 was a very successful event. The book sale committee is working on a policy for lending out their tables.

#### BRANCH COMMITTEE

Donna Phillips reported. The branch committee has been working in conjunction with the building committee. The next branch committee meeting will be held on September 14 at the Bornt Branch Library.

#### BUILDING COMMITTEE

Sharon Jordan reported. The report is enclosed in trustee packets. Highlights include:

- Glenville Branch Library – all work is completed
- Niskayuna's rehabilitation project will commence in June

- Bornt Branch – Plank has been on site finishing the plantings. Metroplex will pay for a fence and plantings in the back of the Library and Family Dollar. Sharon Jordan is appreciative to them for the over \$12,000 enhancement to the site.

The next building committee meeting will be held on Thursday, June 23 at 5:30 p.m. in the Swanker Boardroom.

#### FINANCE COMMITTEE

Joe Landry reported. He asked for a motion to approve Resolution 2 - Approval of SCPL Board of Trustees expenditures. A motion to approve was made by Marsha Mortimore, seconded by Julie McDonnell and approved unanimously.

The Finance Committee will be meeting once again on June 14. The 2017 budget will be presented to trustees at the June 23 meeting.

#### DEVELOPMENT COMMITTEE

Jamaica Miles reported. The committee is looking forward to the joint meeting between the Trustees and Friends of the Library.

#### PLANNING COMMITTEE

Cheryl Cufari reported. The minutes are enclosed in trustee packets. Highlights include:

- Goals: Review plan draft as a result of discussion coming from the April meeting of the committee
- Determine timeline for completion of document
- Committee to finalize the writing of the long range plan of service
- Draft to be sent to MVLS Director, Eric Trahan
- Target June Board of Trustees meeting for distribution of a draft document for a first reading
- Next meeting TBD

#### SAFETY COMMITTEE

The safety committee minutes are enclosed in trustee packets. Highlights include:

- Volunteer sign in book will be implemented the week of May 18
- The building and elevator security codes are being updated and will be updated at regular intervals
- Key fobs at Central are working well
- Security scheduled is working well

The next meeting will be scheduled in the fall. If anything comes up, members will be notified by email and a meeting scheduled if necessary.

#### NEW BUSINESS

Julie McDonnell inquired about a possible change in meeting times during the summer months. Discussion ensued. There was discussion about combining the July and August meetings. A decision will be made and trustees will be notified.

The meeting was adjourned at 7:00 p.m. on a motion by Jamaica Miles, seconded by Marsha Mortimore and approved unanimously.