

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

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Sharon Jordan, M. Joe Landry, Jamaica Miles, Donna Phillips, Edwin D. Reilly, Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT &
EXCUSED: William Levering, Julie McDonnell, Lisa McHugh, Marsha Mortimore

FRIENDS
BOARD: John Karl

MINUTES OF THE JUNE 25 MEETING

The minutes of the June 25 meeting were approved unanimously on a motion by Tina Chericoni Versaci and seconded by Sharon Jordan.

PRIVILEGE OF THE FLOOR

A library patron spoke during privilege of the floor. She has two children ages ten and fifteen. As a parent she had to sign for her ten year old daughter's library card but her fifteen-year old son was able to get his own library card and she discovered that he took out an R-rated movie. She is questioning why children between the ages of thirteen and seventeen are able to sign for their own card, which allows them to use the Internet and take out R-rated movies. Library card policy allows children thirteen through seventeen to receive an adult card, however, parents have the option to put a block on their card preventing them from using the Internet or taking out adult rated videos.

PRESIDENT'S REPORT

Chery Cufari reported. Sandy Homewood's last day is Friday, July 25. She asked trustees to sign a card to thank her for her service over the years and to wish her well.

DIRECTOR'S REPORT

Karen Bradley reported that RFID is winding down. A report to the state was submitted on July 23. The circulation and reference desk construction has been completed. Tagging at the branches is continuing.

There is good news from the County and Metroplex; a complete renovation of the sidewalks around the entire library building will be done. There have been many accidents on the uneven sidewalks, including a reported incident today.

We are gearing up for the next round of construction grants. Ms. Bradley was informed by the state that we can seek extra funding for items for the new literacy center.

The Schenectady County Legislature approved the purchase of property at 948 State Street by Schenectady County for the construction of the Phyllis Bornt Library and Literacy Center.

Kathy Rooney asked Schenectady County IT staff to meet with JA and library staff about the technology plan. They suggested adding new security cameras along with replacing the existing ones.

The library will be receiving \$12,500 in Budget Aid. Ms. Bradley recommends using it for technology needs.

The police have been called to the Mont Pleasant and Duane Branch Libraries due to illegal activities that take place around the facilities and it is known that the criminals have been using the library's wireless. The solution was to shut off wireless access when the libraries are closed. However, patrons have complained because this service is used heavily. It is not unusual to drive past one of our branches and see cars or people in the parking lots using their computers. The current wireless system can be programmed but there is another system that can be purchased called Meraki Wireless. It has great features and allows for information retrieval. State reports require that we include the number of wireless users. Discussion ensued. Randy Fine suggested that a sustainable solution be found and to table this discussion or forward it to a committee.

Karen Bradley previously reported by email to the trustees that the library did not receive the one million dollar grant from The Schenectady Foundation. Robert Carreau met with Karen and staff and recommended that the library apply for two other grants. The balance in funds available for our grant writing consultant, Susan Lombardi, is \$850.

Library Assistant, Sandy Homewood's last day of work is Friday, July 25. This vacancy will create a big gap in our work flow. Sandy's title is Library Assistant but she was trained and worked as a graphic artist and website designer. Karen Bradley and Serena Butch met with Kathy Rooney and they wrote up a new job description, Graphic Design Artist, for her position since one does not exist within the Civil Service Commission. The hiring process starts with the new job title being approved by the Schenectady County Civil Service Commission and then to the Schenectady County Legislature. This process could be lengthy. Discussion ensued and it was recommended that once the position was posted, the library could hire someone provisionally. Karen Bradley will speak with Kathy Rooney when she returns from vacation next week.

Serena Butch reported on summer programming. The library held a teen writing camp the week of July 13-19. It has been a very busy summer with programs being held every day at one or more of the nine libraries during July and August. Families are picking up the calendars and attending the free science, magic, craft, wildlife, puppet, theatre and film programs. The library is also a site for SICM's free lunch program. Other activities in the downtown area include free movies at Proctor's and Bow-Tie Cinema.

FRIENDS OF THE LIBRARY

John Karl reported. The fall book sale will be held September 27-28.

BUILDING COMMITTEE

Sharon Jordan reported on two building projects. The city approved the sale of the vacant land at 948 State Street to the County of Schenectady for the construction of the new literacy center and a complete sidewalk renovation will now take place with funding from a New York State construction grant, Metroplex and Schenectady County. The sidewalk renovation should begin in the fall and should not interfere with the Friends fall book sale.

FINANCIAL COMMITTEE

Tina Chericoni Versaci reported that there are two expenditures to be approved. Cheryl Cufari asked for a motion to approve Resolution 1 – 7/24/14 Approval of SCPI Board of Trustees Expenditures. A motion to approve was made by Joe Landry, seconded by Sharon Jordan and approved unanimously.

FUNDRAISING AND DEVELOPMENT COMMITTEE

Tony Gaddy reported that the fundraising committee met on Tuesday, July 22. The committee is working on a donation appeal letter. A working draft of a brochure has been designed. A copy is included in trustee's packets. Jamaica Miles reported that the brochure has been designed to make it easy for patrons to donate. Tony Gaddy acknowledged Bryce Pollock for his work in printing the brochure. An option for patrons to donate online will be implemented in the future.

A corporate appeal will be made in 2015. The committee is looking into holding a fundraising event in April 2015 during National Library Week.

Fundraising committee meetings are held the fourth Tuesday of every month and all trustees are welcome to attend.

PLANNING COMMITTEE

Randy Fine reported that the committee plans to meet before the August board meeting. A topic of discussion will be the wireless network as discussed earlier in the meeting.

POLICY COMMITTEE

Camille Siano Enders reported. The first reading of *Complaints and Incident Reports* was reviewed at the June 26 meeting. As there were no further discussions or suggestions a motion to approve the policy was made by Sharon Jordan, seconded by Jamaica Miles and approved unanimously.

The first reading of *Children* will be referred back to the Policy Committee. The guest speaker during privilege of the floor brought up several issues that will need to be discussed at the next meeting.

NEW BUSINESS

Cheryl Cufari reported that Lisa McHugh is resigning her position on the board. She asked for a motion to accept her resignation with regret and appreciation for her service and work on the branch representative committee. A motion to approve the resignation with regret was made by Sharon Jordan, seconded by Anthony Gaddy and approved unanimously.

The next meeting will be held on Thursday, August 28 at 6:30 p.m. in the Swanker Boardroom at the central library.

The meeting was adjourned at 7:55 p.m. on a motion by Sharon Jordan, seconded by Tina Chericoni Versaci.