

SCHENECTADY COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

August 28, 2014

Central Library

PRESENT: Camille Siano Enders, Randy Fine, Anthony Gaddy, M. Joe Landry, William Levering, Julie McDonnell, Jamaica Miles, Donna Phillips, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT &

EXCUSED: Cheryl Cufari, Sharon Jordan, Marsha Mortimore, Edwin D. Reilly, Jr., Tina Chericoni Versaci

FRIENDS

BOARD: John Karl

Vice President, Tony Gaddy called the meeting to order at 6:30 p.m.

MINUTES OF THE JULY 24 MEETING

The minutes of the July 24 and August 11, 2014 meeting were approved unanimously on a motion by Bill Levering, seconded by Camille Siano Enders.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

PRESIDENT'S REPORT

Vice President, Tony Gaddy reported. The Mohawk Valley Library System has formed its foundation with a board and officers. Necessary paperwork has been completed or is waiting for approval from New York State. Bill Leitch is the president. An inaugural fundraiser is on the timeline. The next step is to invite member libraries to be a part of this.

DIRECTOR'S REPORT

Karen Bradley reported. Leah LaFera joined our library staff. She was hired as a Librarian II and began work on August 12. A posting for Graphic Design Artist has been posted to fill the position left by Sandy Homewood. Four student worker positions are in the process of being filled.

Update on circulation matters: RFID is going smoothly and items are being tagged at the branches. Ms. Bradley and library staff met with JA staff and a recommendation was made that the library begin sending out bills to patrons for unreturned library material. The library is owed over \$1 million. This could be potential revenue for the county. The cost of postage and staffing for the mailing needs to be considered.

A \$209,661 construction grant has been completed and Ms. Bradley is asking the trustees for approval to submit the grant to MVLS. Tony Gaddy asked for a motion to approve Resolution 3 – Support for 2014 New York State Construction Grant. There was a motion by Bill Levering, seconded by Donna Phillips and approved unanimously.

The library received a \$32,584 check from New York State as the final 10% of a state construction grant. Part of this grant was to cover the implementation of RFID.

The bid is going out for the sidewalk renovation. Awards will be made on September 10. It is not confirmed at this time whether the project will be completed in the fall or resume again in the spring. Once the work begins this fall, there will be a staging area in the parking lot and some disruption around the library.

A recommendation was made at a recent JA meeting for SCPL to purchase a UPS protection device from 3M for the RFID sorter. When storms arise and power is compromised, there is no protection. JA submitted the following quotes:

- \$835 – UPS for Sorter
- \$180 – UPS for each PC (\$90 each)

The quotes will be presented at the next Finance Committee meeting.

The library received a Request for *Reconsideration of Materials*. The patron filed the complaint on the cover of the magazine GQ.

A meeting was held with community partners this past week to discuss applying for another grant - The Schenectady Foundation's Transformational Grant. It was agreed we would apply for a planning grant so we could pursue a substantial grant from the Foundation in early 2015.

The Friends of the Library board, at their August 26 meeting, approved purchase of several items on the library's wish list. Six new book carts are among those items to be ordered.

Serena Butch reported on security concerns. She and county officials visited all nine libraries and a workplace violence form was filled out for each branch and submitted to the county. Library employees will have workplace violence training in the future. This is very timely, since there have been several incidents this summer. Employees are at risk every hour and the library needs more security. If a deputy sheriff is not available for their shift, there is no replacement for them. There was a workplace violence incident that occurred August 26. A patron, who was screaming and swearing threatened Serena Butch. The police were called. An incident report was forwarded to Kathy Rooney and Karen Bradley is hoping to secure a meeting with Gordon Pollard from the Sheriff's Office to discuss schedules for the deputy sheriffs assigned to the library. City branches have security issues as well. They are told to call 911 first and then the county sheriff's department.

There was a discussion at the July meeting regarding the purchase of Meraki Wireless System for the Mont Pleasant Library. Joe Landry made a motion to approve Resolution 2 – Approval of Meraki Wirless System. The motion was seconded by Randy Fine and approved unanimously.

#### FRIENDS OF THE LIBRARY

John Karl reported. A flagpole and sprinkler system were two items that the Friends agreed to pay for once the children's addition was done. These two items have now been completed.

The Friends are funding the renovation of the McChesney Room kitchen. They are asking for a donation from Marcela's Appliances.

The fall book sale will be held on September 27 and 28. Set up for the sale will be Friday, September 26. If anyone is interested in helping with the set-up, sale or clean-up on Monday, September 29, please contact John Karl. Thirty-seven tons of unsalable books have gone out for surplus.

#### **BRANCH COMMITTEE**

Donna Phillips is the new chair for the Branch Committee. The next meeting will be held on Wednesday, September 24 at 5:00 p.m. in the Swanker Boardroom.

#### **BUILDING COMMITTEE**

No report.

#### **FINANCIAL COMMITTEE**

Joe Landry asked for a motion to approve August expenditures. There was a motion by Julie McDonnell to approve Resolution 1 – 8/28/14 – Approval of SCPL Board of Trustees Expenditures. The motion was seconded by Donna Phillips and approved unanimously.

#### **FUNDRAISING AND DEVELOPMENT COMMITTEE**

Tony Gaddy reported. The committee met on August 24 with Peter Stoll and Rich Marini from Northern Rivers to discuss grant opportunities.

Jamaica Miles reported that the Chamber of Schenectady will be giving the committee a copy of their mailing list for the board's future fundraisers.

A fundraising event will be held in 2015 during National Library Week.

#### **PLANNING COMMITTEE**

No report.

#### **POLICY COMMITTEE**

Bill Levering reported. The Policy Committee does not want to make a decision on the “Children’s Policy” without asking the board for their input. Up for discussion is whether the library should endorse complete freedom or encourage censorship. Discussion ensued. Schenectady County Public Library follows The American Library Association’s Library Bill of Rights – no censorship. Serena Butch reported that the adult library card age begins at 13, but parents have the option to put restrictions on their children’s library cards up to age 18. Bill Levering thanked the vice-president and reported that the policy committee will reconvene on this subject and report back at the next board meeting.

#### **NEW BUSINESS**

Karen Bradley received a call from the Institute of Museum and Library Services. They informed her that Senator Kirsten Gillibrand nominated four libraries in New York State for the National Medal for Museum and Library Service and that Schenectady County Public Library was among the four. Nomination forms must be submitted by October 10.

Tony Gaddy was approached by Siena College and asked if the library would be interested in hiring an AmeriCorps volunteer for a period of one year. The person would be scheduled for 40 hours a week with a cost of approximately \$11,000. This opportunity to enlist a national volunteer can have benefits for an organization; specifically, grant writing or outreach at the library. Mr. Gaddy wanted to bring this to the attention of the board. A decision would need to be made by October.

The meeting was adjourned at 7:30 p.m. on a motion by Bill Levering, seconded by Camille Siano Enders and approved unanimously.

The next meeting will be held on Thursday, September 25 at 6:30 p.m. in the Swanker Board Room at the Central Library.