

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 23, 2020  
Teleconference Meeting

PRESENT: Portia Alston, Cheryl Cufari, Deborah Escobar, Randy Fine, William Levering, Steven McCutcheon, Julie McDonnell, Carmel Patrick, Tina Chericoni Versaci

Ex-Officio: Karen Bradley, Director; Beth DeMidio, Assistant Library Director for Operations; Janice P. Martin, Board Clerk

ABSENT: Jennifer Barnes, Heather Gray, Sharon Jordan, M. Joe Landry, Marsha Mortimore

William Levering called the meeting to order at 6:03 p.m.

Agenda was approved.

MINUTES OF THE FEBRUARY 27 AND MARCH 26 MEETING

The minutes of the February 27 and March 26, 2020 meetings were approved.

DIRECTOR'S REPORT

- April 19-25, 2020 is National Library Week. It's a time to reflect on the important work that Library Staff, Library Trustees and the Friends of the Library do throughout the year.
- The Schenectady County legislature voted on April 9, 2020 to provide for an amendment to the 2020 Capital Budget to establish the Scotia Library Exterior Restoration Phase 2 of the project and the Woodlawn Renovation Project.
- The Scotia Library Exterior Renovation Project is underway. The Department of Library Development requires that photographs be taken throughout the project.
- We kicked off the #schenectadystrong2020 Community Art Project this week.
- A Go to Meeting planning meeting was held on April 20, 2020 with representatives from the Mohawk Valley Library System and the Southern Adirondack Library System to begin to think of the logistics of reopening. As we move forward, administration will be preparing a written re-entry plan.
- Doug Bixler has been working on the SCPL Website and working with the County Legislature and Manager to design some of their print materials and to record and edit a series of informational videos involving our Legislators interviewing Department Heads about various services and information related to the COVID-19 effort that is underway.
- Our Youth Services Department began virtual Storytime's this week.
- Our library staff continues to support the County's COVID-19 efforts.
- The County CSEA unit passed a one year contract with a 2% raise.

Karen Bradley thanked the trustees for all of their support in the past and in the future as we enter into uncharted waters.

Discussion ensued.

- Karen Bradley briefed trustees on the logistics of Schenectady County's COVID-19 Emergency Response Coalition located at the new Boys and Girls Club in Mont Pleasant.
- Items will need to be purchased for safe re-opening of the libraries. This will have an effect on the library's 2020 budget. Self-check equipment, Plexiglass installation at public service areas and cleaning supplies were some of the items discussed.
- 1100 new titles were added to the library's digital content, Hoopla. Usage has gone up. Additional funds in this area may be needed in the future.

William Levering presented a draft document for SCPL reopening:

- Coordinated. The Library coordinates with our regional library systems, Schenectady County Public Health Department, and the county needs for our employees to volunteer. Some concerns about cleaning, security, and general staffing are complex and vital to reopening.
- Safe. Considerations for the safety of our staff and patrons is paramount and will determine issues of material handling, events, and access to publications. For some time, materials will be quarantined within strict guidelines with new circulation policies. Children's equipment will be stored until it is safe to reintroduce it. Access to computers will be limited.
- Caring. The Library is committed to enriching the lives of the residents of Schenectady in a number of ways without adding to their burden. We will continue to find ways to mitigate fines, to consider the needs of those unable to get out, and to meet the broader needs of residents for basic provisions.
- Gradual. Because of the above issues, services and site openings will be rolled out in stages. Social and recreational uses may be many months away. While we envision a day when our mission is embraced the way it was in the past, some things will never be the same.

Mr. Levering asked trustees if they had any edits to this document and reported that this information may be provided to the public at some point through our website or press release. Karen Bradley will work on procedures and trustees will work on policies. Steve McCutcheon is the current chair of the Policy Committee.

#### NEW BUSINESS

- Karen Bradley provided a copy of the press release regarding National Library Week 2020. The Library is launching the #schenectadystrong2020 arts program, in collaboration with C.R.E.A.T.E Community Studios and Kids Art Festival. The goal of the program is to provide a means for the community to share via either the written words, whether it is poetry or prose, or the visual arts, their love and support during the unprecedented challenges our global community faces. For more information, visit the library's website at [www.scpl.org](http://www.scpl.org).

William Levering thanked the staff at SCPL for their work and thanked the trustees for joining in this evening's meeting.

The meeting was adjourned at 6:42 p.m.