

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
June 9, 2022

PRESENT: Cheryl Cufari, Deborah Escobar, Randy Fine, David Fronk, Sharon Jordan, Joe Landry, Steve McCutcheon, Julie McDonnell, Carmel Patrick, Bernice Rivera Haileab Samuel, Brenda Schworm, Tina Chericoni Versaci

ABSENT: Heather Gray, Angela Tatem

Ex-Officio: Devon Hedges, Co-Interim Director; Beth DeMidio, Co-Interim Director, Sara Mae Pratt, Schenectady County Legislature, Chair, Education and Libraries; Charlene Roman, President, Friends of the Library; Janice P. Martin, Board Clerk

Deborah Escobar called the meeting to order at 6:00 p.m.

PRIVILEGE OF THE FLOOR – None.

MINUTES OF THE MAY 26 MEETING

- The minutes of the May 26, 2022 Library Board of Trustees meeting were approved as submitted on a motion by Carmel Patrick, seconded by Sharon Jordan.

PRESIDENT’S REPORT -None.

CO-INTERIM DIRECTOR’S REPORT

- Co-Interim Director, Beth DeMidio has completed coordination with library department heads and Administration, the County Manager’s office, and the County Finance office on the 2023 Operating and Capital Budgets. This budget builds toward staffing goals for branches and professional services, advances the Technology Replacement Plan, and supports goals of the Long-Range Plan of Service.
- The County Manager has asked the library to provide a comprehensive Time Study, detailing the work duties of all professional and full-time staff members. The request was made during regular meetings between the Interim Co-Directors and the County Manager’s office with the intent of informing County personnel and Legislators in the budget process of library operations. Library Administration has taken up the task with plans to expand the process more broadly as needed through the organization.
- The Niskayuna Branch Library has had one of two air-handling units for the HVAC system replaced. The other unit is expected to be received and installed before July. Cooling for most public areas of the building is provided adequately at this point. The drop-tile ceiling and attic access hatch in the Program Room were also replaced in coordination with the HVAC project. Hardscapes in the parking lot and entryways were replaced with new material, including the stairs and accessible ramp. While new permanent railings have yet to be installed completely, the entry is safe with temporary railings. Parking for people with disabilities has been significantly improved with reconfiguration of the parking area.
- The Glensville Branch Library underwent minor renovation for replacing damage flooring in the Program Room, bringing work there closer to completion.
- Additional meetings have been held to further preparations for renovation work at the Rotterdam Branch Library, to be undertaken in August, 2022.
- The Policy Committee has been informed of recommended changes in existing policy to respond to recent use of recording equipment in libraries. The County Attorney’s office has been consulted on this effort and will be kept involved as the Committee develops recommendations for the Board.

Additionally, a request has been made to consider amending the Bylaws related to public readings of proposed actions and resolutions in order to increase the efficiency of Board actions.

- Both Interim Co-Directors attended a training presented by the County for all Department Heads on the subjects of supervision and progressive discipline in the Civil Service system and how it applies to Schenectady County personnel.
- On June 18, the library will be represented at a community information table at Juneteenth events and celebration in Central Park. Devon Hedges and Chinasa Seyse are both eager to engage with our communities, share information about Summer Reading programming for all ages, and all of the great things going on at our libraries this summer!
- June 27, Summer Reading programming for Youth and Families begins! The Adult Summer Reading challenge is already available for sign-up at <https://scpl.beanstack.org/reader365>.
- July 9 marks the return of the Electric City Comic Con program, now in its sixth year. This family-friendly event showcases all things related to comic books including art, costuming, writing for comics and graphic novels, and more. We look forward to this signature event's return!

There was feedback and questions from the board regarding the Time Study. Devon Hedges reported that he, Beth DeMidio, Rory Fluman and Jackie Falotico have been meeting regularly to get a better sense of hours open vs. staff hours needed. They are also looking at current Civil Service job descriptions/classifications as many of them are outdated. It was requested by a few board members, that the President's Report include correspondence as it applies to County requests, etc.

#### FRIENDS OF THE LIBRARY

- Charlene Roman reported that the Friends are still looking for someone to chair the Monday Noon Programs. In addition, Fred Eddy will no longer be the chair for the Great Decisions program that is held in February and March each year.
- Electric City Comic Con is scheduled for July 9, 2022.
- Harry Potter Day is scheduled for October 15, 2022. DSIC wants to have their Fall Spooktacular the same day and wants to talk to us about tying the two in together.

#### BRANCH REPRESENTATIVE COMMITTEE

- A meeting will be held on Thursday, June 16, 2022 at 5:30 p.m. at the Scotia Branch Library.

#### FINANCE COMMITTEE

Joe Landry presented the following resolutions:

- Resolution 1 – Approval of SCPL Board of Trustees Expenditure. A motion to approve was made by Tina Chericoni Versaci, seconded by Bernice Rivera. Motion passed.
- Resolution 2 – Acceptance of the Lucille Ann Bish Bequest. A motion to approve was made by Steve McCutcheon, seconded by Sharon Jordan. Motion passed.
- Resolution 3 – Approval for Submission of the 2023 SCPL Operating Budget. The budget was presented for review at the May 26, 2022 Board of Trustees meeting. There are no changes. Discussion ensued. There were questions raised about the technology budget. Devon Hedges gave his assurance that it is sufficient. A motion to approve was made by Tina Chericoni Versaci, seconded by Sharon Jordan. Motion passed.
- Resolution 4 – Approval for Submission of the 2023 SCPL Board of Trustees budget. Julie McDonnell gave an overview of the Trustee budget and how funds are acquired, distributed into specific accounts and expended. Discussion ensued. A motion to approve was made by Carmel Patrick, seconded by Sharon Jordan. Motion passed.

#### PLANNING COMMITTEE – None

TECHNOLOGY COMMITTEE – None.

OLD BUSINESS

- The Safety and Security Committee will reconvene and will have discussions with staff and the Schenectady Police Department.
- The Policy Committee will work off-line.

NEW BUSINESS

- Resolution 5 – Appointment of Co-Interim Directors. The Schenectady County Public Library Board of Trustees appoints Beth DeMidio and Devon Hedges as Co-Interim Directors of the Schenectady County Public Library. A motion to approve was made by Tina Chericoni Versaci, seconded Sharon Jordan. Motion passed.
- Deb Escobar reported that there is a rally to express the need for gun reform on Saturday, June 11 at 11:00 am at West Capitol Park at 10 a.m.

The next meeting will be held on Thursday, July 28, 2022 at 6:00 p.m.

The meeting was adjourned at 7:05 p.m. on a motion by Julie McDonnell, seconded by Sharon Jordan.