

# **SCHENECTADY COUNTY PUBLIC LIBRARY**

## **BOARD OF TRUSTEES MEETING**

January 26, 2012

Niskayuna Branch Library

- Present: Tina Chericoni Versaci, Cheryl H. Cufari, Rory Fluman, M. Joe Landry,  
Julie B. McDonnell, Lisa McHugh, Edwin D. Reilly Jr., Esther M. Swanker,  
Clifford M. Tepper, Jean Wildgrube, Andrew Kulmatiski
- Absent and Excused: Anthony M. Gaddy, Sharon Jordan, Marsha Mortimore, Camille Siano  
Enders, Simon Weinstein
- Guests: Serena Butch, Karen, Bradley, John Karl

### **MINUTES OF THE OCTOBER 27 MEETING**

The minutes of the October 27, 2012 meeting were approved unanimously on a motion by Edwin Reilly and seconded by Tina Chericoni Versaci.

### **PRESIDENT'S REPORT**

Esther Swanker asked trustees to keep Steve Fitz in their prayers. Mr. Fitz, who was a longtime library trustee, passed away earlier this week.

Mrs. Swanker introduced Serena Butch. Ms. Butch was recently promoted to Assistant Director of Schenectady County Public Library.

The Friends of the Library meet on the fourth Tuesday of the month. Mrs. Swanker asked for a motion to approve changing the library board meetings to the third Thursday of the month so that Library Board activities could be reported to the Friends Board. There was a motion by Jean Wildgrube, seconded by Clifford Tepper and approved unanimously.

### **DIRECTOR'S REPORT**

Mr. Kulmatiski reported that a vehicle drove through the meeting room of the Rotterdam Branch Library on December 19, 2011. No one was injured but there was extensive damage to the meeting room. The meeting room will not be available for at least three months while repairs are being made.

The library went live with Overdrive, the library service for downloading e-books, on January 9, 2012. Circulation was over 600 the first week, mostly new and popular material. The library is offering Overdrive training classes for patrons.

The Friends of the Library have adopted their 2012 budget and have allocated over \$100,000 for library materials and programs. In addition to that they will also fund the purchase of the following:

- (15) Laptops for the Board/Technology room on the second floor of the new addition. Existing public computers will no longer be needed for computer class instruction.
- (10) IPADS and Cart - cart will be used for housing and charging the IPADS
- (2) Early Literacy Stations – wonderful new technology for children with little or no maintenance on library's part.

***Construction Update:***

The public restrooms are open and renovation is currently being done on the McChesney Room restrooms. The McChesney Room is not available for outside groups at this time.

Tentative Dates for upcoming construction:

- Beginning of February - the glass wall between the library and police station
- End of February – glass walls on side will go up
- End of March – carpeting in existing building
- Beginning of April – carpeting in new building

The construction project is tentatively scheduled to be completed on April 30, 2012, followed by furnishing the interior space during May.

**DONOR RECEPTION COMMITTEE**

Julie McDonnell reported that the committee met and had been looking at a May or June date for the reception. It appears that a June date is more likely.

Committee members are working on the following:

- Food and beverages – Sharon Jordan
- Design and printing of invitations/sketches for gifts – Tony Gaddy/Andy Kulmatiski
- Set up and decorations – Cheryl Cufari

The committee agreed on giving a gift of a framed sketch of the new building to the top donors. The sketch would be on the invitations as well.

Ms. McDonnell will coordinate with the county on tentative dates for the reception.

*\*Tonight's Donor Reception Committee Meeting* was cancelled due to Mr. Fitz's funeral. That meeting will be rescheduled soon.

**BY-LAWS COMMITTEE**

Joe Landry reported. A copy of the revised By-Laws was provided at the last meeting, October 27, 2011. Mr. Landry asked if there were any questions or comments before a vote is held. Mrs. Swanker asked about Article II.7, the order of business. She believes the president

should have the privilege of changing the order of business. After discussion among trustees, it was decided to amend Article II.7 to: The order of business of the regular meetings shall include the following: Call to Order, Minutes of the Previous Meeting, Testimonials/Ceremonials, Privilege of the Floor, President's Report, Director's Report, Trustee Reports, Friends of the Library Report, Committee Reports/Committee Assignments, New Business, Old Business, Adjournment.

Mr. Landry asked for a motion to approve the by-laws as amended. There was a motion by Cheryl Cufari, seconded by Lisa McHugh and approved with abstentions from Edwin Reilly and Clifford Tepper.

#### TREASURER'S REPORT

Tina Chericoni Versaci reported. The November-December 2011 and Year-to-Date 2011 financial reports are included in trustee packets. Any questions, please contact Ms. Chericoni Versaci.

#### FRIENDS OF THE LIBRARY

In the absence of Bill Leitch, John Karl reported. The Friends of the Library met on January 24, 2012. They approved \$50,000 funding for library materials which will include laptops and iPads for the new addition. They also approved and operating budget in excess of \$100,000 to be used for library programming and materials.

The volunteer picnic will be held on Friday, June 8, 2012 at 5:00 at the River Road Park in Niskayuna.

The Friends have instituted a flash drive program. Patrons, including those attending computer instruction classes, are able to purchase flash drives at the library.

The Friends are asking that the trustees look into the holiday closing schedule at the library. In 2011, the library was closed 4 days for the Christmas holiday.

#### NEW BUSINESS

Edwin Reilly asked if January's meeting should be the annual meeting. Discussion ensued among trustees regarding current by-laws and the by-laws adopted at tonight's meeting.

#### PRIVILEGE OF THE FLOOR

Karen Bradley invited the board to a program in the McChesney Room on Saturday, March 31, 2012, The Reading Promise: my father and the books we shared. When Alice Ozma was in 4<sup>th</sup> grade, she and her father decided to see if he could read aloud to her for 100 consecutive nights. On the hundredth night, they shared pancakes to celebrate, but it soon became evident that neither wanted to let go of their storytelling ritual. So they decided to continue what they called "The Streak." Alice's father read aloud to her every night without fail

until the day she left for college. The author will be coming here to celebrate family and literacy. This is the program that is taking the place of One County One Book and is a mini program. A book review will also be held at the Friends Books Sandwiched In program on Monday, February 27, 2012.

Ms. Bradley asked for a board representative for the next One County One Book Selection Committee – meeting to be held in February.

John Karl congratulated Serena Butch as assistant director. He is concerned that there is no replacement for her position; staff does not get replaced when there are resignations, retirements, or promotions.

The Friends of the Library are the biggest contributor of the library and asks that the board get an invitation to the reception.

Mr. Karl invited library trustees to become members of the Friends.

Mr. Kulmatiski answered a question from Mr. Landry regarding the library holiday schedule. Can the library remain open if the rest of the county is closed? The library must follow the union contract, but there have been exceptions. All exceptions have followed the language of the current CSEA/County contract.

Tina Chericoni Versaci asked about the Phyllis Bornt estate. A decision about the re-investing the money needs to be made. After discussion, Mr. Chericoni Versaci volunteered to chair a committee to discuss where funds could be allocated for the branches. Volunteers for the committee are Joe Landry, Rory Fluman, Lisa McHugh and Jean Wildgrube.

Jean Wildgrube reported that there was a customer service workshop on December 8, 2011 at the main library. This came about through the security committee at the library and Serena Butch arranged for a consultant from Glens Falls to do a presentation for full-time and part-time staff. Customer service is the most important thing at the library. Staff was very appreciative of the Friends and Trustees for sponsoring this program.

Jean Wildgrube reported that MVLS director, Carol Clingan retired and there is currently a search committee to hire a new director.

The meeting was adjourned at 8:25 p.m.

The next meeting will be held on  
Thursday, February 16, 2012 at 7 p.m.  
at the Niskayuna Branch Library