

# SCHENECTADY COUNTY PUBLIC LIBRARY

## BOARD OF TRUSTEES MEETING

October 24, 2012

Central Library

Present: Tina Chericoni Versaci, Cheryl H. Cufari, Rory Fluman, Sharon Jordan, M. Joe Landry, Julie B. McDonnell, Lisa McHugh, Marsha Mortimore, Edwin D. Reilly Jr., Esther M. Swanker, Simon Weinstein, Jean Wildgrube, Karen Bradley

Absent and Excused: Anthony M. Gaddy, Camille Siano Enders, Clifford M. Tepper

Friends Board: William Leitch

Guests: Serena Butch, John Karl, Gary Hughes, Marion Grimes

### MINUTES OF THE SEPTEMBER 27 MEETING

The minutes of the September 27, 2012 meeting were approved unanimously on a motion by Sharon Jordan, seconded by Rory Fluman.

### PRESIDENT'S REPORT (Esther M. Swanker)

Esther Swanker reported. Andy Kulmatiski's retirement party was held on October 11, 2012 and was an enjoyable evening thanks to Rory Fluman, Lisa McHugh and Bill Leitch, who served on the planning committee.

Mrs. Swanker read her resignation letter from the Schenectady County Public Library Board of Trustees. She thanked everyone for their cooperation over the years and will lend herself as a volunteer if needed.

### NOMINATING COMMITTEE

Joe Landry thanked Jean Wildgrube and Anthony Gaddy for serving on the nominating committee.

Mr. Landry thanked Mrs. Swanker for her dedication to the library and highlighted some of her many accomplishments throughout the years. Mrs. Swanker was appointed to the library board in 1985 and has served continuously. She has been board president for the past ten years and was an advocate for the new addition which was completed this year. The entire board will miss her leadership.

The nominating committee interviewed Cheryl Cufari on August 14 and is recommending her for the Office of President of the Schenectady County Public Library Board of Trustees. The motion was seconded by Julie McDonnell and approved unanimously. Ms. Cufari is a retired school library media specialist from the Niskayuna School District, an active member of our Friends of the Library and a computer tutor at Central.

Ms. Cufari thanked the board and is aware that there is much work to be done over the next few months.

#### DIRECTOR'S REPORT

Karen Bradley reported. The last two weeks have been very challenging. The county legislature adopted the operating budget for 2013 on Tuesday, October 23. It contains a \$250,000 cut in addition to the \$271,245 cut made earlier to the library's operating budget. The county has not increased taxes in three years and they are in a difficult financial situation.

Ms. Bradley is looking for a collaborative effort between staff, Friends of the Library and the Board of Trustees. She is up to the task of working within budget restraints.

Ed Reilly asked why 1/3 of the cuts were made to the library. Ms. Bradley replied that there were cuts made across the board to all areas of the county, but some of the larger cuts were made to non-mandated agencies such as the library.

Ms. Bradley will meet with the county manager in the next few days to discuss the details of the budget cuts. One urgent item to be discussed is the 79 computers that need to be replaced by December 2012, with an estimated cost of \$50,000.

Ms. Bradley and Ms. Cufari will keep the line of communication open and make regular reports to the board.

#### PRESIDENT'S REPORT (Cheryl Cufari)

Cheryl Cufari reported. Ms. Cufari is asking the board for direction to help Karen Bradley carry out restructuring the Schenectady County Public Library (per Schenectady County Legislature Resolution 152-12).

At this time, Gary Hughes, county legislator and chair of education and libraries spoke regarding Resolution 152-12. The library is funded by Schenectady County, however, policymaking is made by the Library Board of Trustees and they are responsible for operational decisions necessary to provide library services and programs to the residents of Schenectady County. The county recommends that the Library Board of Trustees devise a restructuring plan for the library and evaluate services and programs at all sites. This plan is to be provided to the county by May 1, 2013 and implemented effective July 1, 2013.

Ms. Cufari noted that the current by-laws are included in trustee packets. She read from the *Mission Statement* and mentioned that this is our charge under the oath that we took as Trustees.

#### BORNT BEQUEST COMMITTEE

Sharon Jordan reported. The Bornt Bequest Committee has worked very hard and collected quite a bit of data. An RFP was developed and the committee was ready to hire a consultant, but since the board president and library director were both leaving the committee has slowed the process down. Since the library will need a restructuring plan, Ms. Jordan is recommending that the finance committee convene. Discussion ensued as to whether the finance committee should convene or

a newly elected committee be formed to meet with staff to discuss the reduction in the materials and personnel services budget. It was agreed upon that trustees do not need to meet; Karen Bradley, Serena Butch and Mary Ann Warner will meet and make a report to the board in November.

Ms. Bradley and her staff have developed three patron surveys and they will be asking for approval to distribute them at central and all nine branches.

Ms. Cufari asked the trustees to review the three patron surveys that are in their folders. At this time Ms. Cufari asked for a motion to approve and distribute the surveys to central and branches. Julie McDonnell suggested adding a ranking system to determine the top three reasons why the patron visited the library and if attending a program, to distinguish between adult and children's. Jean Wildgrube moved that the surveys be accepted with the aforementioned changes and be distributed to central and branches. The motion was seconded by Marsha Mortimore and approved unanimously.

Ms. Cufari reported that at the Friends board meeting, Tuesday, October 23, it was decided that volunteers from the Friends would be stationed at all branches in 2- hour shifts to ask patrons to fill out the patron surveys. Chris Witkowski from the Friends will head up this endeavor.

A discussion among the board needs to take place regarding the Bornt Bequest. Ms. Cufari acknowledged that each trustee will most likely have their own vision of how the funds should be spent.

#### ONE COUNTY ONE BOOK

Karen Bradley announced that the winning OCOB title is The Art of Racing in the Rain by Garth Stein. The children's companion book is Racing in the Rain by Garth Stein. The first volunteer meeting is scheduled for Wednesday, November 14 at 4:00 p.m. in the Swanker Board Room. The author would like to come to Schenectady April 19 and 20 for a school and library visit.

#### FRIENDS OF THE LIBRARY

Bill Leitch reported. The fall book sale was coordinated by the five new co-chairs, Rich Leon, Susie Leon, Robin Eddy, Fred Eddy and Bob Symons. The sale was very successful.

The Friends have two upcoming trips. The first is for Friday, October 26 to Salem, MA to visit The House of Seven Gables and the Peabody Essex Museum. The second is a tour in May of The French Riviera and Provence, with tour directors John Goldsmith and Carole Hirschorn. For more information visit the Friends website at [www.friendsofscpl.org](http://www.friendsofscpl.org).

#### NEW BUSINESS

Cheryl Cufari recommended that the board host a "thank you" breakfast for staff thanking them for working during the disruptions of the year-long construction project. A motion to approve using funds up to \$100 from the board was made by Jean Wildgrube, seconded by Lisa McHugh and approved unanimously. Bill Leitch will ask the Friends board to fund \$100 as well.

Ms. Cufari announced that three members of the Friends have formed an advocacy committee for the Schenectady County Public Library. They would like three members from the library board to join the committee. Ms. Cufari asked trustees to consider joining.

Karen Bradley read Simon Weinstein's resignation letter from the board effective immediately. Ms. Cufari accepted his resignation with regret and thanked him for his service and dedication over the years.

Jean Wildgrube suggested hosting a party for Esther Swanker and Simon Weinstein acknowledging their resignations from the board. Rory Fluman, Lisa McHugh and Julie McDonnell volunteered to make arrangements for a party.

The next two meetings of the library board will be held on Thursday, November 29 at 7:00 p.m. and Thursday, December 13 at 7:00 p.m. in the Swanker Board Room at the central library.

The next Bornt Bequest Committee meeting will be held on Thursday, December 6 at 5:30 p.m. in the Swanker Board Room at the central library.

#### PRIVILEGE OF THE FLOOR

John Karl congratulated Karen Bradley on her new position as director. The Friends have formed an advocacy group for the library which consists of three members of the Friends. They are asking for three members of the library trustees to form a partnership with them. The Friends are here to help plan for a bright future for the library, he feels very positive and has been hoping for this partnership for many years.

The meeting was adjourned at 8:55 p.m. on a motion by Jean Wildgrube, seconded by Tina Chericoni Versaci and approved unanimously.