

SCHENECTADY COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

October 27, 2011

Central Library

Present: Cheryl H. Cufari, Anthony M. Gaddy, Sharon Jordan, M. Joe Landry, Julie B. McDonnell, Lisa McHugh, Marsha Mortimore, Edwin D. Reilly Jr., Esther M. Swanker, Clifford M. Tepper, Simon Weinstein, Jean Wildgrube, Andrew Kulmatiski

Absent and Excused: Tina Chericoni Versaci, Rory Fluman, Camille Siano Enders

Friends Board: William Leitch

Guests: John Karl

PRIVILEGE OF THE FLOOR

John Karl, Friends board member reported that the Friends newsletter went out to all members on Wednesday, October 26. If anyone would like to sign up to be a member of the Friends and/or take a tour of the Friends book sorting area, please see him after the meeting.

Mr. Karl voiced his concern that the 2012 library budget of \$5.5 million dollars has been the same for the past five years. Staff has been reduced due to attrition which puts a burden on remaining staff. The Friends of the Library support the library and would like to see some improvements in this area.

PRESIDENT'S REPORT

Mrs. Swanker suggested a holiday party in lieu of the December meeting. The trustees agreed and possible dates for the party are December 8, 13, or 15.

Mrs. Swanker asked the trustees if they were interested in joining the Library Trustees Association of New York State. Each trustee would receive a quarterly newsletter covering library news pertinent to trustees. There was a motion by Ed Reilly, seconded by Jean Wildgrube and approved unanimously.

The library addition is well on its way. Mrs. Swanker appointed a committee to plan an event, possibly in May for major donors of the capital campaign. Julie McDonnell will chair the committee; members are Anthony Gaddy, Simon Weinstein, Cheryl Cufari and Sharon Jordan.

DIRECTOR'S REPORT

Andrew Kulmatiski reported. There was an announcement from Overdrive, the major distributor of eBooks to libraries. Overdrive is now compatible with Kindle. eBooks have changed the way people read and because of that the library will be offering the service as soon as it can be activated, which could take up to two months. The vendor will set up with our website and as long as a patron's card is valid, they can download e-Books. The subscription price is \$15,000 a year. MVLS member libraries will get involved so the cost would be split based on circulation. These funds would come from the central library materials budget and other sources.

The seven pre-cast concrete columns were delivered. It was very exciting to watch them being installed. When looking at the addition, you are able to see the physical space of the children's room and technology room. The next construction phase will be the roof, the concrete slab and windows. This exterior work should be done by the end of December in order for inside work to begin. The construction is scheduled to be completed by the end of March. Shelving and furnishings will be scheduled for April and opening to the public in May.

The \$357,000 New York Construction Grant will be used for shelving, furnishings and the RFID system.

IPads are among the items that Youth Services Coordinator, Serena Butch, will ask the Friends to sponsor once the addition is completed.

The new addition will house a new board room on the second floor. This room will be a technology room for computer training and teleconferencing and also be used as a meeting space.

The public restrooms and McChesney Room restrooms should be completed by January 2012.

Mr. Kulmatiski posted the position for Assistant Library Director. November 15 is the deadline for qualified personnel to apply.

TRUSTEE REPORTS

Esther Swanker introduced Sharon Jordan, a newly appointed board member.

Ms. Jordan visited all nine branch libraries with Mrs. Swanker and reported the following:

- Quaker Street - great branch; staff is very dedicated
- Rotterdam – underutilized; needs a garden committee
- Scotia – lovely branch; physical problems, but fills a need for village residents
- Glenville – small in comparison to the population
- Niskayuna – beautiful branch; utilized
- Woodlawn – difficult location; a lot of community spirit; beautiful garden
- Duane – computers greatly utilized
- Mt. Pleasant – not a good facility; computers greatly utilized
- Hamilton Hill – not handicap accessible

Ms. Jordan is concerned about Duane, Mt. Pleasant and Hamilton Hill Branches and asked about the Phyllis Bornt estate for improvements to the branches. Mr. Kulmatiski confirmed that the funds may be used for a capital project as long as it improves the branches.

The treasurer's report is included in tonight's packet. If there are any questions, please contact Tina Chericoni Versaci.

FRIENDS OF THE LIBRARY

Bill Leitch reported. The annual Friends dinner will be held on Tuesday, April 10, 2012 at Schenectady County Community College.

The next literary trip will be held on Saturday, June 9, 2012 to the Emily Dickinson and Eric Carle Museums in Amherst, Massachusetts.

John Goldsmith is organizing an eleven-night tour of Ireland in September 2012. Anyone interested in attending the trip, contact John Goldsmith at 518.406.5459 or musicman1853@aol.com. Mr. Goldsmith has also offered to run another literary trip to England depending on the level of interest.

Security Committee

Jean Wildgrube reported. A staff training workshop focusing on customer service is scheduled for Thursday, December 8 from 8:30 a.m. – 12:30 p.m. in the McChesney Room of the central library. All trustees are invited to attend.

The security committee finalized a “banned patron” letter. Mr. Kulmatiski added that there have been several incidents at central and the branches that prompted this action. The formal banning letter will be issued to the patron in person or by mail. The patron is asked to sign the letter, (patron signature is not required for banning), the director then signs the letter and a block is put on patron’s card preventing them from using it. A “banned patron” file is available on the library’s staff database page.

Staff is very pleased with the Sheriff’s Department Security Officers. They have made several suggestions and it is recommended that more cameras be installed with the completion of the addition.

BY-LAWS COMMITTEE

Joe Landry thanked the by-laws committee. A revised copy of the by-laws, dated October 5, 2011, was handed out and a vote will take place at the next scheduled board meeting.

Mr. Landry answered a question from Mrs. Swanker; the “order of business” may be changed at the discretion of the president.

The meeting was adjourned at 8:15 p.m.

The next meeting will be held on Thursday,
January 26, 2012 at 7:00 p.m. at the
Niskayuna Branch Library