

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
February 23, 2017
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Cori Hoffman, Sharon Jordan, M. Joe Landry, William Levering, Jamaica Miles, Marsha Mortimore, Carmel Patrick, Edwin D. Reilly, Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT: Julie McDonnell, Donna Phillips

Carmel Patrick called the meeting to order at 5:31 p.m.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

MINUTES OF THE JANUARY 26 MEETING

The minutes of the January 26, 2017 meeting were approved unanimously on a motion by Cori Hoffman, seconded by Sharon Jordan.

PRESIDENT'S REPORT

Carmel Patrick reported that a celebration will be held for the Bornt Branch Library's one year anniversary on Saturday, February 27, 2017 from noon to 1:00 p.m., followed by a community Open House.

DIRECTOR'S REPORT

Karen Bradley's report is enclosed in trustee packets. Highlights include:

- The Librarian IV, Coordinator of Youth Services, position was recently posted. We were notified that Kaela Wallman, one of our Youth Services librarians was the successful candidate. Her position begins in late spring. We will start the process to hire a replacement for Kaela and for youth services librarian, Deborah Noyes, who will be retiring on May 31, 2017.
- We have just received notification from MVLS about the upcoming opportunity to nominate individuals for various awards which are presented at the MVLS Annual Meeting on May 10, 2017. The deadline to submit an electronic application is March 31, 2017. Information is included in trustee packets.
- NYLA Advocacy Day is March 1, 2017. Anyone wishing to attend is welcome to. MVLS is working on scheduling meetings with our representatives.
- The annual JA Agreement is enclosed in trustee packets. It must be voted upon annually by all library Board of Trustees in the Mohawk Valley Library System and the Southern Adirondack Library System. (Resolution #1 recommends the approval of this agreement which must then be signed by our Board President.

Sharon Jordan made a motion to approve Resolution # 1 – Approval of the Annual Joint Automation Project Agreement. The motion was seconded by William Levering and approved unanimously.

FRIENDS OF THE LIBRARY

Val Catlin's report is enclosed in trustee packets. Highlights include:

- The winter book sale was a success, raising over \$6,900.
- The Friends' March-April newsletter is currently being mailed out.
- The day trip to NYC on April 25 (911 Memorial and the New York Public Library) filled quickly.
- The Beat the Snow Concert series on Sunday afternoons (through March 26) has been well-attended. The February 12 concert was cancelled due to *snow*.
- The Friends are working towards installing a point of sale system at the Whitney Book Corner that will accept credit cards as well as cash.
- The annual Friends dinner meeting will be held on April 6, 2017.
- The spring book sale will be held on May 6-7, 2017.

BUILDING COMMITTEE

Sharon Jordan's report is enclosed in trustee packets. Highlights include:

- Clean up and changes to the second floor are continuing.
- Plans continue for the proposed construction of a new Mont Pleasant Branch Library. (Site control has been secured.) Additional monies are being sought and the goal is to have 1.6 million pledged by July 1, 2017. See Resolution #4 in trustee packets.
- The annual tour of branch libraries will be held in April. Dates and times to be determined.

Capital Projects for 2017 include the following and were approved in the 2017 County Budget:

- Mont Pleasant – vestibule tile fixed - \$15,000
- Niskayuna, Glenville, Scotia – carpet replacement - \$90,000
- Quaker Street – carpet replacement, new blinds, interior painting along with updating of furniture, etc. - \$33,000
- Woodlawn, Rotterdam, Glenville – parking lots repaved - \$47,000
- Central – replacement of interior sliding door - \$45,000

Projected for 2018

- Niskayuna – roof replacement - \$70,000
- Mont Pleasant Branch Library Replacement - \$900,000 from County. Other sources needed: \$700,000.

FINANCE COMMITTEE

Joe Landry asked for a motion to approve Resolution #2 – Approval for Purchase of Refrigerator/Sink Unit for the Rotterdam Branch Library. A motion was made by William Levering, seconded by Cheryl Cufari and approved unanimously.

Joe Landry asked for a motion to approve Resolution #3 – Approval of SCPL Board of Trustees Expenditures. A motion was made by Marsha Mortimore, seconded by Camille Siano Enders and approved unanimously.

Joe Landry asked for a motion to approve Resolution #4 – A Resolution to Commit \$120,000 in Trustee Funds to Support the Construction of New Mont Pleasant Branch Library. Discussion ensued. A motion was made by Sharon Jordan, seconded by Jamaica Miles and approved unanimously.

RESOURCE DEVELOPMENT COMMITTEE

Carmel Patrick asked Anthony Gaddy and Jamaica Miles, co-chairs of the resource development committee, to set up a meeting with the Friends of the Library in regards to fundraising.

PLANNING COMMITTEE

Randy Fine has created a spreadsheet which will be used as a tool for each committee to track and manage the progress they make in reaching the goals of the Long Range Plan of Service that relate to their committees. A copy of the spreadsheet is enclosed in trustee packets. The Planning Committee will briefly explain the spreadsheet to committee chairs after tonight's meeting.

POLICY COMMITTEE

William Levering distributed a new printout of proposed policy changes. The document coincides with current county policies. He moved that the following motions be approved:

- Motion #1: That the policy manual of the SCPL be amended by the addition of 5.1.4.L *"Use, sale, or distribution of any drug, tobacco, cigarette, or alcohol."* Motion approved unanimously
- Motion #2: That the policy manual be changed to prohibit smoking within 50 feet of an entrance of exit. Motion approved unanimously.
- Motion #3: That SCPL policy 5.8.1.7.l.2 be changed to add at the end, *"A patron from within the service area with no outstanding fines may be granted a guest pass without charge."* Motion approved unanimously.

SECURITY COMMITTEE

Camille Siano Enders reported that the library had a positive outcome to a situation that arose recently. Patrons, staff and security are working together.

Karen Bradley met with Kathy Rooney and Gordon Pollard on the roving sheriff position. There is no new information on this yet.

NEW BUSINESS

The Friends annual dinner will be held on Thursday, April 6.

The next library board of trustees meeting will be held on Thursday, March 23, 2107 at 5:30 p.m.

The meeting was adjourned at 6:15 on a motion by Sharon Jordan, seconded Cheryl Cufari and approved unanimously.