

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
February 27, 2014
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Anthony Gaddy, M. Joe Landry, William Levering, Julie McDonnell, Jamaica Miles, Marsha Mortimore, Donna Phillips, Edwin D. Reilly, Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT &
EXCUSED: Randy Fine, Sharon Jordan, Lisa McHugh

FRIENDS
BOARD: John Karl

Guests: Bryce Pollack, Holly Vellano

Cheryl Cufari called the meeting to order at 6:33 p.m.

The Schenectady County Legislature announced appointments to the Library Trustees Board at their February 11, 2014 meeting as follows:

- Edwin Reilly – reappointment
- Lisa McHugh – reappointment
- Anthony Gaddy – reappointment
- Jamaica Miles – newly appointed
- Donna Phillips – newly appointed

In addition, Legislator Holly Vellano will now serve on the Education and Libraries Committee. She is in attendance this evening.

Ms. Cufari extended her congratulations to everyone.

Introductions were made and Jamaica Miles was sworn in by Joe Landry. Donna Phillips will be sworn in when she arrives.

The minutes of the January 23, 2014 meeting were approved unanimously on a motion by Julie McDonnell, seconded by Anthony Gaddy.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

PRESIDENT'S REPORT

Cheryl Cufari passed around a get well card for Randy Fine.

Cheryl Cufari, Karen Bradley, Serena Butch and several staff members attended the Bridges out of Poverty training held at the central library on February 6 and 7. Another training is being held on April 10 and 11. Ms. Bradley is committed to this program and nine staff members will be attending the April session. The training site has not been confirmed, but may be held at the central library. The registration fee is being funded by the Friends of the Library. If any trustee is interested in attending, please contact Karen Bradley.

A concept proposal was submitted to The Schenectady Foundation for \$1 million for the new literacy center. The submission of the grant application is evolving; it is a slow process. A meeting was held last week with Bob Carreau of The Schenectady Foundation. Ms. Cufari commended Karen Bradley and Serena Butch for working on the transformative concept proposal. They have been working with partners about combined services for the new facility on State Street.

The March 27 fundraiser is going great. Invitations have gone out to business and honorary committee sponsors and we are receiving wonderful responses/donations from both. Cheryl Cufari and Jamaica Miles met with SCCC Culinary Department regarding the reception for the event. Discussion ensued regarding the fundraiser. The Honorary Committee will have reserved seating for the author event.

MVLS has submitted paperwork to the state for The Foundation for Mohawk Valley Libraries. Ms. Cufari emailed trustees a copy of the Case for Support. She announced that Eric Trahan will be attending system library board meetings in the future and questions about the Foundation can be directed to him at that time. Discussion ensued and Ms. Cufari explained that she has limited information right now, but will keep the board as up to date as possible from information she receives at the MVLS board meetings.

Donna Phillips, newly appointed board member was sworn in by Joe Landry.

DIRECTOR'S REPORT

Karen Bradley reported. The OCOB kick-off was held on Monday, February 24 at the noon Books Sandwiched In program. *The Dirty Life: A Memoir of Farming, Food and Love* by Kristin Kimball was reviewed by Margaret Hartley from the Daily Gazette.

A program event calendar that includes all OCOB activities is included in tonight's packet.

Ms. Bradley and Ms. Butch have been meeting with community members and getting lots of feedback regarding the new literacy center. They have brought a copy of the plan to community meetings and both the adult and youth services aspect of the plan have been met with very high regard. They have been collecting contact information from patrons who want to be involved with the planning. The number one concern with everyone is safety. The Schenectady City Council approved sale of the land on State Street and we awaiting word from Schenectady County officials in order to move forward; the timeline is on target for the new center.

MVLS is presenting a program on Library Finance Policies and OSC Audits on Thursday, March 6 from 9:30-11:30 a.m. If anyone is interested in attending the program, please contact Karen Bradley.

Ms. Bradley has received many complaints about the sound system in the McChesney Room. It has been an on-going problem. Ms. Cufari has formed a technology committee, who includes Ken Wagner. Ken is looking into the sound system and will report his findings at a committee meeting.

Ms. Bradley was a guest on the Ann Parillo show on Tuesday, February 25 to promote the library.

Ms. Butch will attend Mont Pleasant Cabin Fever Day on Saturday, March 8.

Serena Butch gave an update on RFID. The tagging at the central library and Niskayuna is almost done. All other branches need to be done. Unfortunately, over the winter, we lost many of our volunteers. The materials handling system is working well and the patrons seem to love it. It has created a different kind of work flow. We have ambassadors from the Friends helping out at the self-check and return machines. We have only one operating self-check machine; we are waiting for the county's approval on the credit card option to complete the final phase on the other check-out machines. Construction on the new circulation desk will begin in March.

FRIENDS OF THE LIBRARY

No report.

COMMITTEE REPORTS/ASSIGNMENTS

Advocacy update: Karen Bradley and Cheryl Cufari attended Library Lobby Day in Albany on February 26. Library advocates met with legislators to ask for restoration of library funding. Funding for libraries is decreasing and advocates are asking for, at the least, stability in funding.

BRANCH COMMITTEE

Cheryl Cufari reported. A meeting was held on February 19. Branches report that they are very busy and staff is stretched. Branch representatives report that they are pleased with accomplishments being made at the branches.

BUILDING COMMITTEE

Anthony Gaddy reported. The Schenectady City Council approved sale of 954 State Street to a private developer. They are donating a portion of the land for the Family Literacy Center.

FINANCE COMMITTEE

Joe Landry reported. The monthly expenditure sheet of trustee funds is enclosed in tonight's packet. Mr. Landry made a motion to approve Resolution #1 – 2/24/14 – Approval of SCPL Board of Trustees Expenditures. The motion was seconded by Tina Chericoni Versaci and approved unanimously. Mr. Landry made a motion to approve Resolution #2 – 2/24/14 – Approval of SCPL Board of Trustees Anticipated Expenditure. The motion was seconded by Anthony Gaddy and approved unanimously.

PLANNING COMMITTEE

Cheryl Cufari reported. The committee is working on the technology replacement plan. Last month the board approved expenditures for new computers. Currently there is no line item in the library's budget for technology. Ken Wagner is on the technology committee and is currently keeping a list of computers and the 3-year replacement plan for them.

POLICY COMMITTEE

Bill Levering reported. As discussed at the January meeting, the policy committee has prepared a first reading of the By-Laws. Mr. Levering distributed a copy of the by-laws and pointed out changes made in red. He asked for feedback and discussion ensued. Amendments were made to the document and Mr. Levering made a motion to accept the document as amended. The motion was seconded by Julie McDonnell. A vote will be made at the March meeting.

NEW BUSINESS

Cheryl Cufari reported. A Fundraising/Development Committee has been created. Anthony Gaddy will chair and Jamaica Miles will co-chair. Discussion ensued regarding future fundraising.

A motion to adjourn monthly meeting was made by Julie McDonnell, seconded by Tina Chericoni Versaci and approved unanimously.

The meeting entered into executive session at 8:00 p.m.

The next board meeting will be held on Monday, March 24, 2014 at 6:30 p.m. in the Swanker Boardroom at the central library.