

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
March 26, 2015
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Cori Hoffman Julie McDonnell, Jamaica Miles, Donna Phillips, Edwin D. Reilly Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT &
EXCUSED: Sharon Jordan, M. Joe Landry, William Levering, Marsha Mortimore, Carmel Patrick

FRIENDS
BOARD: John Karl

GUESTS: Lamara Burgess

Cheryl Cufari called the meeting to order at 7:10 p.m.

Chery Cufari reported. Tony Gaddy made a recommendation to recruit an AmeriCorps VISTA Fellow. He was formerly in the program and highly recommends it. Karen Bradley met with a representative from the program and also spoke with the County Manager about the financial details. The application deadline is April 8. A resolution to approve submitting an application for an AmeriCorps Vista Fellow to provide literacy outreach services for the Phyllis Bornt Branch Library and Literacy Center is included in trustee packets.

She introduced Lamara Burgess, the Siena College Academic Community Engagement Coordinator of AmeriCorps VISTA Fellows Program. She provided the trustees with an informational booklet and spoke with them about the program. She highlighted the following:

- VISTA (Volunteers in Service to America) is a federal anti-poverty program administered by the Corporation for National and Community Service.
- Any nonprofit organization, educational institution, or state or local government agency is eligible to sponsor a VISTA Program.
- Siena is the sponsoring organization and they provide all of the recruitment, interviewing and training.
- Candidates must hold a four-year degree but do not have to be graduates of Siena College.
- A financial commitment of \$11,500 per year, billed quarterly, would be required from the library.
- The VISTA program provides the candidate with healthcare coverage.
- The candidate would follow the library work/holiday schedule.

Lamara opened the floor to questions/comments and the following was discussed:

- The Literacy Center will be in need of outreach services and the demographics have already been defined
- Sustainability of the position
- The library would attend the interview process along with other organizations (speed networking)
- VISTA candidate would be reviewed on a monthly basis
- Funding for the position

Since the Literacy Center will not be opened until 2016, literacy outreach will be based at the central library until that time. Karen Bradley spoke with Kathy Rooney regarding the funding for the position. The funding could be recommended for inclusion in the 2016 professional services budget, but it is unknown if funds would be available to cover the cost of the first two quarters in 2015. There could possibly be a financial responsibility from the library board. Discussion ensued.

Cheryl Cufari thanked Lamara Burgess for attending tonight's library board meeting.

MINUTES OF THE FEBRUARY 26 MEETING

The minutes of the February 26, 2015 meeting were approved unanimously on a motion by Tina Chericoni Versaci, seconded by Donna Phillips.

PRESIDENT'S REPORT

The following trustees were reappointed by the County Manger and confirmed by the County Legislature at their meeting on March 10, 2015:

- Cheryl Cufari
- Camille Siano Enders
- M. Joe Landry
- Jamaica Miles
- Donna Phillips

An invitation to the MVLS annual dinner meeting has been extended to all trustees. The invitation is included in trustee packets this evening.

DIRECTOR'S REPORT

Karen Bradley reported. Security cameras have been installed at Central. The branch libraries are next to receive them.

We received a grant from the Wright Family Foundation for \$75,000 for technology and security needs for the Literacy Center. We also received an \$11,500 Schenectady Foundation Planning Grant.

Karen Bradley will forward an email from the Schenectady Foundation. They are asking for support of a document; "A Call to Action for Schenectady's Youth." The coalition of citizens and organizations is looking for support. Names may be added to the document.

The 2014 annual report is included in trustee packets.

FRIENDS OF THE LIBRARY

John Karl reported. The kitchen renovation has been completed. The Friends annual dinner will be held on Tuesday, April 14 at SCCC. Reservation forms can be found in the March/April newsletter. The annual staff/volunteer picnic will be held on Friday, June 12 at River Road Park in Niskayuna. If anyone is interested in volunteering, please contact him.

Community groups using the library's meeting room have been concerned about the closing time of 8:00 p.m.

A planning session was held on March 14th to discuss the celebration of the Friends 50th Anniversary in 2016.

John Karl, Karen Bradley and Sharon Jordan met with the architect to discuss the placement of tents and tables for the book sales on the renovated sidewalk site.

The spring book sale will be held on May 2 and 3.

BRANCH REPRESENTATIVE COMMITTEE

Donna Phillips reported. The next meeting will be held on Wednesday, April 15 at 5:00 p.m. in the Dixon Boardroom. She has plans to visit Glenville, Quaker Street, Scotia and Woodlawn Branch Libraries during the week of April 5.

BUILDING COMMITTEE

Sharon Jordan was not in attendance, but a report is included in trustee packets.

FINANCIAL COMMITTEE

Tina Chericoni Versaci reported. She asked for a motion to approve Resolution #1 - 3/26/15 – Approval of SCPL Board of Trustees Expenditures. A motion to approve was made by Jamaica Miles, seconded by Anthony Gaddy and approved unanimously.

FUNDRAISING AND DEVELOPMENT COMMITTEE

No report.

PLANNING COMMITTEE

Randy Fine reported. A copy of the Library Board of Trustees Mission Statement and Vision Statement is included in trustee packets. It also can be found on the library website. If anyone has questions or comments, please contact him.

POLICY COMMITTEE

Camille Siano Enders reported. The first reading of Social Media Policy was distributed to trustees. This policy evolved on a recommendation from staff. Discussion ensued and a question was raised as to who on staff would post and who would monitor our Facebook Page. One change was made. The second paragraph will read: Postings containing any of the following will be removed. Trustees may submit any suggested changes to the policy committee before the next board meeting on April 23.

The Computer and Internet Use Policy was distributed and will be reviewed for the third time this evening. Discussion ensued and a suggestion was made to change the bulleted area to numbering. Camille Siano Enders asked for a motion to amend. A motion to amend was made by Tina Chericoni Versaci, seconded by Cori Hoffman and approved unanimously. Camille Siano Enders asked for a motion to approve the Computer and Internet Use Policy. A motion to approve was made by Donna Phillips, seconded by Cori Hoffman and approved unanimously.

The second reading of the Whistleblower Policy was distributed and will be reviewed this evening. One typographical error was changed: whistleblower should read as one word. Camille Siano Enders asked for a motion to approve the Whistleblower Policy. A motion to approve was made by Julie McDonnell, seconded by Anthony Gaddy and approved unanimously.

SECURITY COMMITTEE

No report.

NEW BUSINESS

Tina Chericoni Versaci asked for a motion to approve Resolution #2 – 3/26/15 – Approval to Charge/Raise Fees for Certain Library Services. Discussion ensued. The resolution was amended to change the last paragraph, [delete: for reasons other than loss or theft] [add: effective May 1, 2015]. A motion was made to approve the amended resolution by Randy Fine, seconded by Julie McDonnell and approved unanimously. Signage will be displayed to announce the fee increase.

Chery Cufari asked for a motion to approve Resolution #3 – Approval of Submitting an Application for An AmeriCorps VISTA Fellow. Discussion ensued:

- Funding could be recommended for inclusion in 2016 budget, but unclear where funds would come from for 2015
- VISTA program is a year-by-year commitment (up to three years)
- Concern that county funds will not entirely cover the cost
- Friends funding could be an option

A motion to approve the resolution was made by Anthony Gaddy, seconded by Camille Siano Enders and approved unanimously.

The next meeting will be held on Thursday, April 23 at 6:30 p.m. in the Swanker Boardroom at the central library.

The meeting was adjourned at 8:40 p.m. on a motion by Anthony Gaddy, seconded by Camille Siano Enders and approved unanimously.