

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 22, 2021

- PRESENT: Cheryl Cufari, Deborah Escobar, Randy Fine, Heather Gray, Sharon Jordan, Joe Landry, Julie McDonnell, Carmel Patrick, Shawn Schultz
- Ex-Officio: Karen Bradley, Director; Devon Hedges, Assistant Library Director III, Beth DeMidio, Assistant Library Director of Operations, Peggy King, Schenectady County Legislature, Chair, Education and Libraries; Janice P. Martin, Board Clerk
- ABSENT: Portia Alston, William Levering, Steven McCutcheon, Brenda Schworm, Tina Chericoni Versaci

Deborah Escobar called the meeting to order at 6:00 p.m.

Joe Landry issued the oath of office of Vice-President of the Schenectady County Public Library Board of Trustees to Deborah Escobar.

AGENDA

- There were no changes or additions to the agenda. It was approved as distributed.

MINUTES OF THE MARCH 25 MEETING

- Deborah Escobar entertained a motion to approve the minutes of the March 25, 2021 Board of trustees meeting. As there were no changes, the minutes passed unanimously on a motion by Carmel Patrick seconded by Sharon Jordan.

DIRECTOR'S REPORT

- Erin Roberts, Schenectady County Director of Public Communications, will be sending out a press release on Monday, April 26, 2021 about the library's latest activity since the re-opening of In-person hours.
- Our Schenectady County Sheriff's Department completed an investigation into the rope incident at the Bornt Branch Library and determined it was due to a process the Facilities staff use to haul air filters to the roof for replacement every ten weeks. This procedure will no longer be used. After a debriefing with staff the following day, proceeded with a formal meeting with Community Services, Human Resources, Sheriff's Department, and representatives from the Human Rights Commission, a number of areas were identified that we can make improvements on, on behalf of the library staff. Two of the areas identified as a concern by the staff are the lack of security camera coverage at the back entrance to the library and the dilapidated fence that has fallen down at the house next door. We have already ordered security camera. Karen has reached out to Facilities to arrange a quote for the fence since that is a much larger expenditure.
- We have been informed by our Department of Library Development that the library systems "Central Libraries" are to resume operations of minimally, 55 hours per week as of June 1, 2021. This a difficult mandate for us for a number of reasons – key being available staff to fulfill the hours and the low level of activity at our locations at this time. We are looking at what key

positions are needed across all locations and will work with the County Human Resources Department to begin to fill over 20 positions.

- Our limited in person service, which began on Monday, March 22 at all eight locations, has been going well. Our pick-up service (formerly called curbside) has been slowly declining, as patrons prefer to come in and select materials. We will continue to offer this service for those who need it.
- The quarantining of library materials will no longer be necessary as of May 1, 2021.
- Staff and volunteers continue to provide appointment sign up assistance for multiple vaccine PODS.
- The Youth Services Department's ABC Hunt throughout Schenectady County had a wonderful segment on WTEN recently.
- We have received a \$200 donation from a Niskayuna resident for the children's collection at Mont Pleasant for science related materials.
- Kaela Wallman and Karen Bradley will be doing a presentation on our library system on 4/22/21 via ZOOM to the Queens Fort meeting, about our resources, programs, services and COVID work. Legislator Karen B. Johnson was a member of this distinguished group.
- Thanks to our Trustees from our library staff for the delivery of the proclamation and chocolate treat for National Library Week. A special thanks to Tina Versaci, Carmel Patrick and Shawn Schultz for arranging and delivering the treats.
- The large window in the Children's area that was damaged last summer has been replaced.
- There was an incident at KBJ where the windows, book drop, and light pole were paint-balled by a carload of youth. A member of the public, two cars in the library lot and a customer at the Whitney book Corner were also paint-balled. Scott Ferguson and Karen Bradley went to the police station and filed a report. The youth were apprehended.
- This week is National Volunteer Recognition Week. Karen Bradley expressed her appreciation and thanks to the trustees for their volunteer service.
- As of May 3, 2021, hours will increase for all branches and maximum capacity will increase to 50%.
- On Sunday, April 25, 2021 there will be a student vaccine POD at Schenectady High School.

FRIENDS OF THE LIBRARY

Shawn Schultz reported for Charlene Roman.

- Charlene Roman thanked Karen Bradley and MVLS for sponsoring the recent ZOOM program, Freedom Songs with Reggie Harris.
- The Friends annual meeting was held April 6, 2021 via Zoom. Officers remain the same. Karen Bradley and William Levering attended.
- The next book sale is scheduled for June 5 and 6, 2021.

FACILITIES COMMITTEE

- Woodlawn - Possible open house the third week in May. Details to follow.
- Scotia – Construction meetings have begun. Completion targeted for September/October 2021.
- Annual tour of branches is tentatively scheduled for May.
- New York State Construction grants are available through MVLS. \$900,000 is available for member libraries. Karen will work with facilities after the annual tour of branches to see if any needed facilities projects are eligible for grants through MVLS. Before the grant can be submitted, the County must approve first since these are matching grants.

FINANCE COMMITTEE

- Joe Landry made a motion to approve Resolution 1 – Approval of SCPL Board of Trustees Expenditures. The motion was seconded by Heather Gray and approved with an abstention from Carmel Patrick.

PLANNING COMMITTEE

- Cheryl Cufari reported that the next Planning Committee meeting would be scheduled in the first week of May.

BRANCH COMMITTEE

- Heather Gray reported that the next Branch Committee meeting would be scheduled in May.

OLD BUSINESS

- Carmel Patrick extended a compliment to library staff member, Doug Bixler, for the professional look of the SCPL 2019-2020 Annual Report. She extended thanks to Karen Bradley and library staff for compiling the report.

NEW BUSINESS

- The annual branch tour will be scheduled in May. Trustees are welcome to attend the tour and at that time, we can answer any questions that come up about the specific branch.
- Carmel Patrick read a proclamation from Schenectady City Hall recognizing Schenectady County Public Library and National Library Week's theme, "Welcome to Your Library."
- Karen Bradley announced that the County Manager wants to re-engage with the library on a project we started in 2020 in coordination with interim Public Health Director Keith Brown and the County Legislature. The collaboration would result in Racial Equity programming.

Joe Landry moved, Sharon Jordan seconded and the meeting adjourned at 6:44 p.m.