

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 23, 2015  
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Sharon Jordan, M. Joe Landry, William Levering, Donna Phillips, Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

ABSENT &  
EXCUSED: Cori Hoffman, Julie McDonnell, Jamaica Miles, Marsha Mortimore, Carmel Patrick, Edwin D. Reilly Jr.,

FRIENDS  
BOARD: John Karl

GUESTS: Holly Vellano

The meeting was called to order at 6:37 p.m.

**PRESIDENT'S REPORT**

Cheryl Cufari reported. The Friends annual dinner meeting held on April 14 was a wonderful event. Their guest speaker was Michael Saccocio, Executive Director of Schenectady City Mission.

**DIRECTOR'S REPORT**

The library just finished up with a celebration of National Library Week, April 12-18. We had a staff appreciation day on Tuesday, April 14.

The library has been approved to be part of the Siena College AmericCorps VISTA Fellows Program for the service year July 2015-2016. We will need to dedicate three days in May for the interviewing process and training.

**FRIENDS OF THE LIBRARY**

John Karl reported. Everyone had a great time at the annual Friends dinner. Mike Saccocio was an excellent speaker. John handed out the Friends 2014 annual report.

The semi-annual book sale will be held on May 2 and 3. If anyone is interested in volunteering, please see John Karl. Teachers are eligible to receive free books on Sunday, May 3 after 2:30 p.m. and can register to do so with Ellie Rowland from the Friends. This information has been publicized at local schools.

The annual staff /volunteer picnic will be held on Friday, June 12 at River Road Park in Niskayuna. If anyone is interested in volunteering and/or baking cookies for dessert, please contact John Karl. He will be also asking local grocery chains for donations.

2016 will be a year of celebration with the 50<sup>th</sup> anniversary of the Friends of the Library and the opening of the Phyllis Bornt Branch Library and Literacy Center. Planning is underway for author events.

#### BRANCH COMMITTEE

Donna Phillips reported. An updated report is included in trustee packets. She visited Glenville, Quaker Street, Scotia and Woodlawn Branch Libraries while on her school break. There is a lot of activity at those branches.

She reported:

- Glenville, Rotterdam and Scotia are having a problem with wireless
- Branches have reported a need for circulation desk modifications due to safety concerns
- Scotia has roofing issues/possible gutter back up
- Woodlawn has a new book drop but the overhang does not completely cover up the book drop and created an ice build-up on book drop; possibility of roof line being extended

#### BUILDING COMMITTEE

Sharon Jordan reported. A Building Committee report is enclosed in trustee packets. The original bids for the Phyllis Bornt Branch Library and Family Literacy Center came in higher than anticipated. The project is out for re-bid and bids are due on May 1. Karen Bradley and Sharon Jordan will be in attendance that day and Sharon will email the building committee and entire board with an update.

The kick-off meeting for the final phase of the sidewalk project will take place on April 28. The contractor, Jersen, will be on site May 6 to finish the project which includes plantings, caulking, repair/replacement of cement that was damaged over the winter and other minor punch list items. The work should be completed by the end of May/beginning of June.

Other construction projects will include the Quaker Street, Niskayuna and Glenville Branch Libraries. Bids will go out for the Quaker Street Library, but the Niskayuna and Glenville Branches will be done in-house.

Sharon Jordan responded to two questions about literacy center from John Karl:

- The architect had to make changes to the facade because the first design was too expensive
- There will be a second tenant at the 948 State Street site

#### FUNDRAISING AND DEVELOPMENT COMMITTEE

Anthony Gaddy would like to change committee's name to "Development Committee." They will participate with the Planning Committee for a unified strategy. Anthony Gaddy and Jamaica Miles met with Matt Larsen, Director of Special Events at Schenectady County. Matt has generously offered his assistance to the committee.

#### APPROVAL OF THE MARCH 26 MINUTES

The March 26, 2015 minutes were approved unanimously on a motion by William Levering, seconded by Camille Siano Enders.

#### TREASURER'S REPORT

Tina Chericoni Versaci reported. Julie McDonnell prepared a Summary of Trustee Fund Balances as of December 31, 2014; it is included in trustee packets. Sharon Jordan asked if any funds have been spent from the Phyllis Bornt Bequest on branch repairs/renovation. It will be researched.

John Karl asked about the balance of \$72,162.37 in the Rotterdam Branch account. The original bequest was for \$100,000 and a portion of the funds was used for landscaping. Any further expenditures for the Rotterdam Branch Library would need trustee approval.

Tina Chericoni Versaci asked for a motion to approve the treasurer's report. A motion was made by Sharon Jordan, seconded by William Levering and approved unanimously.

Tina Chericoni Versaci asked for a motion to approve Resolution 1 – Approval of SCPL Board of Trustees Expenditures. A motion to approve was made by William Levering, seconded by Joe Landry and approved unanimously. [Note: a change will be made on the April 2015 Monthly Expenditures Sheet to change name from Katz to Kotz.]

#### PLANNING COMMITTEE

Randy Fine reported. The committee is making progress on strategic planning.

The committee has in place the following:

- Library Board of Trustees Vision Statement
- Library Board of Trustees Mission Statement
- Set of Goals

The Planning Committee will be asking the other trustee committees for support and conversation. There is a need:

- For an analysis to evaluate each set of goals and to strengthen goals
- For yearly plans when projecting to the future
- To be open to change as our environment changes
- To have representation from a broad band of stakeholders; Friends/Staff/Library Users

The goal for completion of the analysis is December 2016.

#### POLICY COMMITTEE

Bill Levering reported. He distributed an edited version of the Social Media Policy; the first reading was presented at the March 26 meeting. He asked for a motion to approve the Social Media Policy. A motion was made by Sharon Jordan, seconded by Randy Fine and approved unanimously.

#### SECURITY COMMITTEE

No report. The next meeting will be held on Monday, April 27 at 2:00 p.m. in the Dixon Boardroom at the central library.

#### NEW BUSINESS

Cheryl Cufari asked for a motion to approve Resolution 2 – MVLS Board Nomination. A motion to approve was made by Tina Chericoni Versaci, seconded by Joe Landry and approved unanimously. Marion Grimes, one of the trustees that will represent Schenectady County, will begin her term in June, after a vote from the MVLS Board.

The next meeting will be held on Thursday, May 28 at 6:30 p.m. at in the Swanker Boardroom at the Central Library.

The meeting was adjourned at 7:10 p.m. on a motion by Anthony Gaddy, seconded by Sharon Jordan and approved unanimously.