

## SCHENECTADY COUNTY PUBLIC LIBRARY

### BOARD OF TRUSTEES MEETING

May 24, 2012

Central Library

Present: Cheryl H. Cufari, Anthony M. Gaddy, Sharon Jordan, Julie B. McDonnell, Marsha Mortimore, Edwin D. Reilly Jr., Camille Siano Enders, Esther M. Swanker, Clifford M. Tepper, Simon Weinstein, Jean Wildgrube, Andrew Kulmatiski

Absent and Excused: Tina Chericoni Versaci, M. Joe Landry, Lisa McHugh

Absent: Rory Fluman

Friends Board: William Leitch

Guests: Serena Butch, Karen Bradley, John Karl, Rita Moore

#### PRESIDENT'S REPORT

Esther Swanker asked for a motion to approve the April 26 minutes. There was a motion by Clifford Tepper to approve the minutes of the April 26, 2012 meeting, seconded by Sharon Jordan and approved unanimously.

#### DIRECTOR'S REPORT

Mr. Kulmatiski reported. Within the next two weeks, the McChesney Room will be carpeted. The addition still needs HVAC work and carpet installation; we will have access to the addition on July 23. Carpeting in existing library will follow.

#### 2013 Budget

Mr. Kulmatiski met with the Finance Committee prior to tonight's board meeting. The proposed 2013 budget at the 2012 level is a flat budget.

The library's budget includes a request to eliminate a Library Assistant vacancy and replace it with a Principal Library Clerk position. The other request is to fill a Young Adult Librarian position. We currently do not have a Young Adult Librarian and this position is a lower grade than the Librarian IV position left vacant when Serena Butch became Assistant Director.

The CSEA contract expires at the end of 2012. If a new contract is signed, there will be a rate increase which will affect personnel costs.

Funds of up to \$100,000 can be converted from the full-time personnel budget to the part-time personnel budget since many full-time positions have not been filled.

There is a slight increase in the materials budget.

Revenue has gone down slightly. Overdue email reminders have cut down on the amount of overdue materials.

Mrs. Swanker entertained a motion to accept the budget as given and to submit to the county. Jean Wildgrube seconded and approved unanimously.

The library hopes to institute RFID, an inventory control system, with funds from a New York State Construction grant of \$325,837. The inventory control system would have to be in place by the end of 2014. We are awaiting official notification of this grant.

We are exploring a New York State Construction grant to replace sidewalks and planters. The grant would be split between the state (75%) and the county (25%). Mr. Kulmatiski will ask for a vote at the June meeting.

Mr. Kulmatiski announced his retirement in September 2012.

#### PRESIDENT'S REPORT

Esther Swanker and Kathy Rooney will chair a search committee to hire a new director. The Friends and Trustees will be asked to be involved in the search.

Mrs. Swanker announced her retirement as board president in September 2012. Joe Landry will chair the nominating committee for her replacement.

Mrs. Swanker and Mrs. Grimes will host their annual garden party on Tuesday, July 17 from 4-6 at the Mohawk Golf Club. Mrs. Swanker asked trustees to contact her in case they do not receive an invitation.

#### FRIENDS OF THE LIBRARY

Bill Leitch reported. After ten years, Eleanor Rowland and Virginia Thompson are stepping down as co-chairs of the Book Sale. Rich and Susie Leon, Fred and Robin Eddy and Bob Symons will replace them.

Linda Witkowski is stepping down as coordinator of Books Sandwiched In. Joe Adams, Rich Holt, Pat Rush, John Karl, Joan Ham and George Wise will take her place.

The spring book sale netted \$19,600.

A literary trip to Ireland, organized by John Goldsmith, is planned for September 2012. He is planning a trip to France in 2013.

#### COMMITTEE REPORTS

Julie McDonnell reported. The reception for major donors will be held on Monday, July 23. The reception will be held in the new wing of the library. The official county ribbon cutting is tentatively scheduled for Tuesday, July 24.

Sharon Jordan and Anthony Gaddy are co-chairing the Phyllis Bornt Bequest Committee. Letters were sent to Karen Johnson, Gary Hughes and the president of the Friends, Bill Leitch. Mr. Leitch has appointed Virginia Thompson to be the representative for the Friends.

Ms. Jordan is preparing a draft of the following: RFP, Tasks for Consulting Firm and Timeline for Branch Libraries. The next committee meeting will be held on Monday, June 11 at 9:15 a.m. at the central library.

#### PRIVILEGE OF THE FLOOR

- Karen Bradley
  - Karen Bradley announced a few of the upcoming programs at the library.
  - Culinary Conversations
  - Adult Summer Reading – “Between the Covers”
  - Sleep Disorders Program – July 10
  - *The Masala Farm* – program with author/chef Saver Saran – July 15
  - Family Event at Mabee Farm – August 15
  - Author Program – Lee Woodruff – SCCC – Saturday, November 10

More information about upcoming events can be found on the library’s website.

Ms. Bradley thanked Cheryl Cufari, Esther Swanker and Andy Kulmatiski for being part of the OCOB Nominating Committee. They have narrowed it down to twelve books.

- Serena Butch

Serena Butch announced that there are summer reading programs that gear to three groups: pre-schoolers, school-age and teens; all receive incentives for taking part in summer reading. Summer programming begins on June 18 and runs until the end of August. Between central and the nine branches, programming is held every day. The library is in need of a Young Adult Librarian.

- John Karl

John Karl is concerned that the library cannot work with a flat budget, especially since the new addition will require more maintenance.

The Friends help fund most of the children’s programs.

Mr. Karl announced that at the last Friends board meeting on May 22, 2012, they voted to approve up to \$5,000 for half the cost of a new digital video camera. He is asking the library board to consider a matching donation. Andy Kulmatiski and Ken Wagner are pricing cameras. The video camera will be used to film both library and Friends programs.

The meeting was adjourned at 8:10 p.m.

The next meeting will be held on  
Thursday, June 28, 2012 at 7:00 p.m.  
at the Niskayuna Branch Library