

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 26, 2022

- PRESENT: Deborah Escobar, David Fronk Heather Gray, Sharon Jordan, Joe Landry, Julie McDonnell, Carmel Patrick, Brenda Schworm, Angela Tatem
- VIRTUAL: Cheryl Cufari, Randy Fine, Steve McCutcheon
- ABSENT: Bernice Rivera, Haileab Samuel, Tina Chericoni Versaci
- Ex-Officio: Devon Hedges, Co-Interim Director; Beth DeMidio, Co-Interim Director, Sara Mae Pratt, Schenectady County Legislature, Chair, Education and Libraries; Charlene Roman, President, Friends of the Library; Janice P. Martin, Board Clerk
- GUEST: Cathy Bern-Smith

Deborah Escobar called the meeting to order at 6:15 p.m.

PRIVILEGE OF THE FLOOR – None.

MINUTES OF THE APRIL 28 MEETING

- The minutes of the April 28, 2022 Library Board of Trustees meeting were approved as submitted on a motion by Julie McDonnell, seconded by Sharon Jordan.

PRESIDENT'S REPORT

- Deborah Escobar extended her deep appreciation and thanks to all that came to the grand opening of the Whitney Book Corner, for those involved with the planning and speeches for Karen Bradley's retirement gathering and to Beth DeMidio and Devon Hedges for their communication to the board as they work together as co-interim directors at SCPL.
- A troubling trend of groups pushing for censorship in public and school libraries has been in the news. Deb Escobar wanted to bring this to the attention of trustees.
- Due to the recent school shooting in Texas and Buffalo incident, the library will be looking at security at all of our branches in the coming months.

CO-INTERIM DIRECTOR'S REPORT

- Thank you all who contributed and were involved in celebrating Library Director Karen Bradley's retirement.
- Thank you to SCI Furniture for the generous donation of a slider chair for the Karen B. Johnson Library in honor of retired Library Director Karen Bradley's years of service.
- The Rotterdam flooring project date has been pushed back due to shipping delays.
- Niskayuna's parking lot and sidewalk project is completed and the branch reopened on Monday, May 23, 2022. The HVAC work continues in the program room.
- The Glenville Branch flooring installation portion of the renovation project began as expected on May 26. The branch will reopen on May 31.
- Public Health Services Department staff have been trained in managing public access to the McChesney Room restrooms and foyer during their regular point of distribution for COVID vaccines during the Greenmarket. This is a pilot effort to determine the viability of empowering key personnel from County departments that wish to utilize library space outside of regularly operating schedules.
- Recently hired staff in Information Services, Youth Services, and Branches have gained good traction in their new roles.

- STARS was thrilled to reconvene meetings to coordinate and deliver books to community settings, taking every opportunity possible to get books into the hands of emerging readers in families and households where access to books may be difficult.
- The Friends of the Library Spring book sale was a great success.
- At the reopening ribbon cutting and celebration of the Friends' Whitney book Corner, many thanks were shared with Friends and Library Trustees, DSIC's Jim Salengo, County Legislator Sara Mae Pratt, Schenectady Mayor Gary McCarthy, and Ray Gillen of Metroplex for their efforts in renewing the Friends' flagship storefront.
- There were two recent incidents. The library had a free giveaway of comic books. The comic books were obtained from a retailer in Scotia. One of the comic books was returned due to its mature audience nature. There were no concerns except for the return of the comic book. The other incident involved a First Amendment Audit. A patron came in the library and was recording staff and patrons. There was an interaction by staff with him, but he continued to film. Devon Hedge's conferred with the County and their directive is that it is a public building and there is nothing we can do about someone videotaping in the library. Staff are to ignore and not engage with them.

FRIENDS OF THE LIBRARY

- Charlene Roman reported that the Friends of the Library needs a Chairman of the Monday Noon Program segment. Their current chairman, Geri Mulligan, is stepping down. Discussion ensued.
- The spring book sale was a huge success. Leftover children's books were donated to the Schenectady City School District. A practice they would like to continue.
- The Whitney Book Corner is beautiful. Both book stores are doing very well.

BRANCH COMMITTEE

- Heather Gray hopes to have a report for the next meeting.

FACILITIES COMMITTEE

- Niskayuna – Parking lot reconfiguration completed. All other projects completed except for HVAC.
- Glenville – Upgrades completed. Landscaping will be completed in fall.
- Rotterdam – Rehab and upgrade will begin in August.
- Woodlawn – Projects on hold.
- KBJ – Reform Architects have started their review of the 2nd floor.
- KBJ and Branches – County will contract for landscaping. Metroplex will continue to do the weeding, etc. at KBJ until landscaping firm is found. Discussions with County have begun in planning for long term annual carpet and window cleaning.

FINANCE COMMITTEE

Joe Landy presented the following resolutions:

- Resolution 1 – Approval of SCPL Board of Trustees Expenditures. A motion to approve was made by Carmel Patrick, seconded by Sharon Jordan. Motion passed.
- Resolution 2 – Increased Expenditure for Rotterdam Branch Library Improvements. Discussion ensued. Beth DeMidio reported that additional funds are needed to complete renovation. A motion to approve was made by Heather Gray, seconded by Sharon Jordan. Motion passed.

BUDGET REVIEW

Beth DeMidio distributed a draft of the 2023 Budget Request. She highlighted the following:

- Personnel Services - Per the CSEA Contract a 2.25% increase was applied. Conversion of one part-time Senior Library Clerk to a full-time position to adequately staff Woodlawn's hours of operation. Combine two part-time Library Clerk positions to adequately staff Central Library and the five large branches with full-time Library Clerks. Conversion of Graphic Design Artist I position to Graphic Design

Artist II to adequately reflect job responsibilities and employee experience. 2023 request based on prior year actual expenditures and current YTD projections. Temporary Services request is based on first quarter of 2022, and CSEA contract increase of 2.25%.

- Attachment B – Office and Service Equipment Budget. Replacement of computers, printers, additional TVs for programming at Quaker Street and Woodlawn.
- Attachment C – Yearly contract agreement expenses.
- Attachment D – Professional Services. JA Annual Fee/Licensing Fees. Discussion ensued about the JA annual fee. Consensus is that JA provides many services; would need additional staff to insource.
- Attachment E – Educational Materials. No increase. Budget remains flat.

The 2023 budget request will be presented for vote at the June 9, 2022 Board of Trustees meeting. At that time, Julie McDonnell will present the Board of Trustees budget including the current account balances. The June 9, 2022 meeting will take the place of the regularly scheduled meeting on the fourth Thursday of the month, June 23, 2022. It will be held at 6:00 p.m. in Program Room 1 at KBJ.

PLANNING COMMITTEE – No report.

TECHNOLOGY COMMITTEE – Discussion was held under Finance Committee report.

OLD BUSINESS – None.

NEW BUSINESS – None.

The meeting was adjourned at 7:16 p.m. on a motion by Carmel Patrick, seconded by Heather Gray.