

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 28, 2015  
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Cori Hoffman, Sharon Jordan, M. Joe Landry, William Levering, Julie McDonnell, Jamaica Miles, Marsha Mortimore, Carmel Patrick, Donna Phillips, Edwin D. Reilly Jr., Tina Chericoni Versaci, Karen Bradley, Serena Butch, Janice Martin-recorder

FRIENDS

BOARD: John Karl

Cheryl Cufari called the meeting to order at 6:31 p.m.

MINUTES OF THE APRIL 23 MEETING

The minutes of the April 23, 2015 meeting were approved unanimously on a motion by William Levering, seconded by Sharon Jordan.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

PRESIDENT'S REPORT

Cheryl Cufari reported. The trustees are invited to the following events:

- June 8 @ 6:00 p.m. Planning Committee Public Discussion for Strategic Plan
- June 9 @ 11:30 a.m. Dedication of sculpture on plaza
- June 10 @ 6:00 p.m. Foundation for Mohawk Valley Libraries Annual Meeting  
Topic: Sustainability
- June 12 @ 5:30 p.m. Volunteer Picnic

DIRECTOR'S REPORT

Karen Bradley reported. She thanked Tony Gaddy and Jamaica Miles for making the connection with First Book. Books will be distributed free to children in the community. Donna Phillips remarked that summer is a time when children often slide, so having books to take home during the summer is very advantageous.

Karen Bradley and Serena Butch attended two days of training and one day of "speed dating interviewing" at Siena College in preparation for the AmeriCorps VISTA Fellow. Two candidates dropped out and Siena is re-canvassing. The library does not have a candidate yet. The next round of interviews will be held at the library.

Karen Bradley has been working with Schenectady County Finance Commissioner Debbie Mancini on the 2014 New York State Annual Report which will be approved at the June 25, 2015 board meeting. The library trustee finance committee will be meeting soon regarding the 2016 library budget and the budget will be presented to the trustees for approval at the June 25, 2015 meeting.

Serena Butch reported. Two IMLS grants that were received by miSci will provide STEM and Starlab Summer Chemistry programs at the libraries this summer. The library is getting geared up for all the other summer programming, including the very popular Teen Writing Camp.

A huge event, Electric City Comic Con, will be held on Saturday, July 11 in the McChesney Room at the Central Library. It will feature special guest, Chris Giarrusso, the creator and artist of G-Man and Mini Marvels.

#### FRIENDS OF THE LIBRARY

John Karl reported. He noted a correction in the name of the Friends Picnic. The picnic originally was funded by the trustees, but is now funded by the Friends and the Trustees. He is still seeking volunteers to help on June 12.

The semi-annual book sale held on May 2 and 3 netted approximately \$18,000. The new landscaping has made it challenging for book sale set up. The funds from the book sale are designated for the central and branch libraries. The Friends are pleased to provide funding for upcoming summer programming.

Planning is underway for the Friends 50<sup>th</sup> anniversary. The planning committee is currently looking for a dinner venue.

John Karl is looking forward to the meeting between the Library Board of Trustees and the Friends of the Library Board. Cheryl Cufari reported that the date for that meeting will be on Tuesday, July 7 at 8:00 a.m.

#### BRANCH COMMITTEE

Donna Phillips reported. She invited the branch representative committee to the strategic planning meeting on Monday, June 8 at 6:00 p.m.

#### BUILDING COMMITTEE

Sharon Jordan reported. A building committee report is enclosed in trustee packets. She highlighted the following:

- The dedication ceremony of the sculpture, refurbished with funds donated by Werner Feibes, will be held on Tuesday, June 9 at 11:30 p.m. on the plaza
- Rebids for the Phyllis Bornt Branch Library and Family Literacy Center came within the acceptable range. Groundbreaking will be in June
- Branch Library repairs at the Quaker Street, Glenville and Niskayuna branches should be completed by the end of the year

Julie McDonnell reported that Niskayuna will be holding a “Community Day,” on Saturday, September 26. If Niskayuna Branch Library is in need of a volunteer project, community day volunteers could provide up to three hours of service that day to the branch.

#### FINANCIAL COMMITTEE

Joe Landry asked for a motion to approve Resolution 1 – 5/28/15 – Approval of SCPL Board of Trustees Expenditures. A motion to approve was made by Tina Chericoni Versaci, seconded by William Levering and approved unanimously.

#### DEVELOPMENT COMMITTEE

Tony Gaddy reported that the committee will reconvene after the June 8 Board of Trustees Strategic Planning Meeting.

#### PLANNING COMMITTEE

Randy Fine reported. The SCPL Board of Trustees is inviting individuals to help develop a Strategic Plan for our Library System. A public meeting will be held on Monday, June 8 at 6:00 p.m. in the McChesney Room at the Central Library. An email invitation about the planning event was sent out in addition to a notification in the library's newsletter. The committee will be collecting suggestions from library staff and the general public and doing an analysis giving higher priority to duplicate suggestions as we begin to develop and write the strategic plan.

#### POLICY COMMITTEE

Bill Levering reported. He distributed the first reading of the Circulation Policies. Discussion ensued. Serena Butch recommended that under Juvenile library cards that number three be eliminated since it's the same wording as number one. Julie McDonnell asked if out of Schenectady County residents are eligible for a SCPL card. Anyone within the Mohawk Valley Library System and the Southern Adirondack Library System is eligible to apply for a card. Please contact Bill Levering before the June meeting with any suggestions or changes to the Circulation Policies. He asked for a motion to accept the first reading. A motion was made by Sharon Jordan, seconded by Julie McDonnell and approved unanimously.

#### SECURITY COMMITTEE

Camille Siano Enders reported. A security committee meeting was held on April 27. The following items were discussed:

- Incident Reports – central depository with pictures
- Opening and Closing procedures at libraries
- Sheriff's Department – resolved issues

Karen Bradley reported that Schenectady County is providing Workplace Violence Training for all staff.

Cheryl Cufari announced that the next meeting will be held on Thursday, June 25 at 6:30 p.m. in the Swanker Boardroom at the Central Library. The 2016 budget will be presented for approval.

The meeting entered into Executive Session on a motion by Sharon Jordan, seconded by Julie McDonnell and approved unanimously.

A motion was made by Tony Gaddy to exit Executive Session at 7:56 and seconded by Jamaica Miles. It was unanimously approved.

The meeting was adjourned at 7:56 p.m. on a motion by Sharon Jordan, seconded by Carmel Patrick and approved unanimously.