

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
June 13, 2019
Central Library

PRESENT: Jennifer Barnes, Cheryl Cufari, Heather Gray, Sharon Jordan, M. Joe Landry, Julie McDonnell, Carmel Patrick, Tina Chericoni Versaci, Karen Bradley, Beth DeMidio, Janice Martin-recorder

ABSENT: Curtis Eatman, Randy Fine, William Levering, Marsha Mortimore

Carmel Patrick called the meeting to order at 5:32 p.m.

MINUTES OF THE APRIL 25 MEETING

The minutes of the April 25, 2019 meeting were approved unanimously on a motion by Julie McDonnell, seconded by Joe Landry. The May 25, 2019 minutes could not be approved due to an abstention from Cheryl Cufari, as she was not in attendance at the May meeting.

PRESIDENT'S REPORT

- Carmel Patrick met with Kaela Wallman on June 3 to discuss possible sources of grant opportunities for the STARS literacy initiative.
- Thank you to Joe Landry for co-chairing the Volunteer Picnic. Thank you to Cheryl Cufari, Sharon Jordan and Bill Levering for attending.
- Carmel Patrick attended a Finance Committee meeting on June 4. Thank you to Julie McDonnell for working with staff on the budget submission.
- Carmel Patrick attended a Planning Committee meeting on June 10. Thank you to Cheryl Cufari for coordinating the planning process for our next long-range planning document, as well as writing our final report for this past plan.
- Carmel Patrick asked for trustee volunteers to be on a subcommittee to make a recommendation about our trustee nomination process to the County Legislature. Tina Chericoni Versaci and Sharon Jordan volunteered to be on the subcommittee.
- A reminder that the Library Board of Trustees will not meet on June 27, 2019.

DIRECTOR'S REPORT

- Karen Bradley thanked the Board Finance Committee and Building Committee Chair, Sharon Jordan, for their input into our 2020 proposed library budget, which we will vote upon tonight.
- On June 18, 2019 a new law will take effect in New York State Public Health Law, which prohibits tobacco product use within 100 feet of the entrances, exits, and outdoor areas of any public or association library. We are in the process of communicating and implementing this.
- MVLS Foundation is providing a free program for all library staff and trustees, on Wednesday, June 19, at 6:00 p.m. in the McChesney Room. The topic will include the laws and rules concerning library personnel, library elections, library programs, privacy copyright and more!
- Staffing continues to be a problem and we are in the process of setting up interviews for some positions.
- Our annual summer reading program will begin soon. We are still without a Youth Services librarian to replace Nancy Gifford, who retired April 30.

- Resolution 1 – Approval of 2018 New York State Annual Report. A motion was made to submit the 2018 New York State Annual Report by Cheryl Cufari, seconded by Sharon Jordan and approved unanimously.

BUILDING COMMITTEE

- The new Mont Pleasant Library is bringing in new and old patrons alike. Everyone loves the branch.
- Abatement in the old library took place the week of May 13. There have been delays because of issues with National Grid not disconnecting the electricity and gas from the old Branch Library. Carmel Patrick was able to get National Grid moving on the project, but completion date has changed from July 1 to August 1.
- Most of the clean up is finished on the second floor at Central. Planning is continuing.
- Literacy Volunteers contract is in place for 2019.
- The Annual Facility Review took place on Monday, April 8. Branches and the Karen B. Johnson Central Library were toured and Capital Projects were discussed.
- Capital Budget requests from the Building Committee are:
 - Renovation of the Woodlawn Branch Library – interior and exterior - \$75,000.
 - Niskayuna Branch Library parking lot to be reconfigured for handicapped accessibility including new sidewalks and curbs and paving - \$85,000.
 These will be included in the 2020 Capital Budget that will be submitted to the County by the Trustees on June 13, 2019.

FINANCE COMMITTEE

- Resolution 2 – Approval of SCPL Board of Trustees Expenditures. A motion to approve Resolution 2 was made by Tina Chericoni Versaci, seconded by Sharon Jordan and approved unanimously.

Karen Bradley presented the following Resolutions:

- Resolution 3 – Approval for submission of the 2020 SCPL Budget. Discussion ensued. A motion to approve Resolution 3 was made by Joe Landry, seconded by Tina Chericoni Versaci and approved unanimously.
- Resolution 4 – Approval for submission of the 2020 SCPL Board of Trustees Budget. Discussion ensued. A motion to approve Resolution 4 was made by Tina Chericoni Versaci, seconded by Heather Gray and approved unanimously.
- Resolution 5 – Approval of Schenectady County Public Library System 2020 Capital Projects- Niskayuna Parking Lot Reconfiguration Request. A motion to approve Resolution 5 was made by Sharon Jordan, seconded by Joe Landry and approved unanimously.
- Resolution 6 – Approval of Schenectady County Public Library System 2020 Capital Projects – Woodlawn Branch Library Renovation Request. A motion to approve Resolution 6 was made by Sharon Jordan, seconded by Tina Chericoni Versaci and approved unanimously.
- Resolution 7 – Approval of Schenectady County Public Library System 2020 Capital Projects – Furniture Request. A motion to approve Resolution 7 was made by Sharon Jordan, seconded by Joe Landry and approved unanimously.
- Resolution 8 – Approval of Schenectady County Public Library System 2020 Capital Projects – Equipment Request. A motion to approve Resolution 8 was made by Sharon Jordan, seconded by Carmel Patrick and approved unanimously.

- Resolution 9 – Acceptance of Esther Swanker Bequest. A motion to approve Resolution 9 was made by Carmel Patrick, seconded by Julie McDonnell and approved unanimously.

PLANNING COMMITTEE

- The Planning Committee met on Monday, June 10. The 2016-2019 Long Range Plan is nearing completion. A summary will be sent to the staff and board. Once the summary is approved by the board, it will be posted on the Library's Website.
- Next Long Range Plan: 2020-2023.

NEW BUSINESS

- Carmel Patrick announced that the Branch Representative Committee is in need of a chair to replace Cori Hoffman. The committee meets four times a year and the chair will work directly with Assistant Library Director for Operations, Beth DeMidio.
- Carmel Patrick announced that the Vice President position is vacant at this time. We will need a nominating committee to select a candidate for vote.
- Carmel Patrick, Cheryl Cufari, Sharon Jordan and Tina Chericoni Versaci will be on a subcommittee to work with the county to pick out new representatives for the board.
- Discussion ensued regarding the lack of quorum at Library Board meetings. Tina Chericoni Versaci will send out a survey to the board about the possible solution of changing the starting time of the meeting.

The meeting was adjourned at 6:43 p.m. on a motion by Julie McDonnell, seconded by Tina Chericoni Versaci and approved unanimously.