

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 27, 2017
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Heather Gray, Sharon Jordan, M. Joe Landry, Julie McDonnell, Carmel Patrick, Karen Bradley, Angela Strong, Janice Martin-recorder

ABSENT: Randy Fine, Anthony Gaddy, Cori Hoffman, William Levering, Marsha Mortimore, Donna Phillips, Edwin D. Reilly, Jr., Tina Chericoni Versaci

Carmel Patrick called the meeting to order at 5:30 p.m. She introduced Heather Gray as a new member of the Library Board of Trustees. Heather is a Scotia resident and an attorney with the County Public Defender's office. She was sworn in by Camille Siano Enders.

MINUTES OF THE JUNE 22 MEETING

The minutes of the June 22, 2017 meeting could not be approved at tonight's meeting due to lack of quorum.

PRESIDENT'S REPORT

- Carmel was honored to represent the Board of Trustees at the July 19 Schenectady County announcement of the new Mont Pleasant branch project. The event was well attended by County and City leaders, Library staff members, Mont Pleasant library patrons and neighborhood residents. She thanked the trustees who attended, as well as members of the Friends Board. She extended a special thanks to Sharon Jordan for all the work that she has done to bring this project this far.
- On July 14, Carmel, Karen and Cheryl met with representatives of the Electric City Innovation Center, the Albany Barn and miSci to discuss ways that we can collaborate on Maker's Space planning in Schenectady. We will continue meeting to see what type of partnerships might evolve.
- Carmel attended a joint meeting of the Finance and Building committees on July 18 to discuss a joint resolution. She also attended a Planning Committee meeting on July 18. She expressed thanks to all trustees who serve on these committees for their dedication and follow up.

DIRECTOR'S REPORT

- Comic Con 2017 was a huge success. There were 1,200 more people in attendance on July 8, 2017 over last summer's event.
- Summer reading is off to a great start. Calendars are in trustee packets.
- Branch library rug bids came in on July 12, 2017. We anticipate meeting with the contractor in early August.
- We are moving along with a proposal to increase the bandwidth at the Central Library with the assistance of JA, Spectrum, County staff and a representative of the City of Schenectady Police Department that could potentially save us \$500 per month.
- The bike racks for the CDTA Bike Project were installed recently with bikes anticipated to arrive on Thursday, July 27, 2017.

- We are working on a plan to improve the exterior landscaping of the Central Library as the original plantings did not take. Mary Moore Wallinger, the landscape architect for the sidewalk project has volunteered her time to assist and to arrange for volunteer help to install and maintain new bushes.
- We are working on two grant applications for the construction of the new Mont Pleasant Branch Library.
- The County Manager continues to proactively work with us on the safety concerns in the Mont Pleasant Branch library neighborhood. The roving sheriff position has not been filled yet.
- Karen thanked Cheryl Cufari for assisting with the NYLA Joseph F. Shubert Library Award Excellence application for the Bornt branch. Karen has a copy if anyone is interested in viewing it this evening.

FRIENDS OF THE LIBRARY

- A one-day overstock sale was held on Saturday, July 22, 2017 in the McChesney Room. Final numbers are not in, but should be around \$1,000.
- The new point of sale system at the Whitney Book Corner is working smoothly now, after some early problems and operator errors.
- The Whitney Book Corner made over \$1,000 at their table at the Comic Con event on July 8, 2017.

BUILDING COMMITTEE

- Proposed Mont Pleasant Branch Library – County announcement on July 19, 2017. We have met our goal of \$1.6 million. Site control, with the condemnation of Chubby's on July 14, is complete and preliminary designs of the inside of the building and rendering of the outside has been given to us by the architect.
- In August we will submit the State Ed grant to MVLS for \$430,680 – Resolution #1. Also, we will submit the final application to the Schenectady Foundation for \$150,000.
- Looking ahead to new construction of Mont Pleasant Branch Library
 - Demolition of the two corner buildings in September or October
 - Construction begins in spring of 2018
 - Completion of new Mont Pleasant Branch Library by late 2018 or early 2019
 - Demolition of old library and new parking lot in spring of 2019
- Second floor clean-up continues to move along. Literacy NY has signed a contract for their space through December 2017.

FINANCIAL COMMITTEE

- The following resolutions could not be approved at tonight's meeting due to lack of quorum:
 - Resolution 1 – Approval to Submit an Application for a New York State Public Library Construction Grant
 - Resolution 2 – Approval for advance payment for Family Place Library Training
 - Resolution 3 – Approval of SCPL Board of Trustees Expenditures

PLANNING COMMITTEE

- The Staff Workgroup will meet with the Planning Committee. They will report to the full Board of Trustees at a later date.
- Cheryl discussed the set up for using Dropbox as a means to archive minutes and documents for the Board.

- A template will be created for tracking progress on the Long Range Plan of Service.

SAFETY AND SECURITY MEETING

- The committee met on June 12, 2017.
- The committee is following up on the “no smoking” policy and getting signs posted.
- PA systems are being adjusted and we able to get announcements (i.e. closing time) broadcast throughout all the spaces.
- Continuing to adjust closing bathrooms with closing times of buildings so that we can be more efficient in closing buildings and allowing staff to leave at end of business.
- More bikes are coming into library foyer at Central. There are suggestions to get bike locks to loan out; this option will be explored.
- Using substitute clerks at branches presents challenges; subs need keys, codes and do not have the training that regularly scheduled clerks have. The proposed Senior Clerk position in the 2018 budget will help alleviate these challenges.

Trustees discussed holding a meeting on August 9, 2017 to vote on the three resolutions that could not be voted on this evening. It is critical that we have a quorum for this meeting. The meeting will be held at 8:30 a.m. in the Swanker Boardroom at the Central Library.

The meeting was adjourned at 6:10 p.m.