

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
September 24, 2015  
Central Library

PRESENT: Cheryl Cufari, Anthony Gaddy, Cori Hoffman, M. Joe Landry, William Levering, Julie McDonnell, Marsha Mortimore, Carmel Patrick, Donna Phillips, Edwin D. Reilly Jr., Tina Chericoni Versaci, Serena Butch, Janice Martin-recorder

ABSENT AND

EXCUSED: Karen Bradley, Camille Siano Enders, Randy Fine, Sharon Jordan, Jamaica Miles

FRIENDS

BOARD: John Karl

GUEST: Judy Rightmyer, Holly Vellano

MINUTES OF THE AUGUST 27 MEETING

The minutes of the August 27, 2015 meeting were approved unanimously on a motion by William Levering, seconded by Anthony Gaddy.

Judy Rightmyer distributed informational packets from the Capital District Tobacco-Free Coalition. She spoke previously to library director, Karen Bradley, about the outdoor tobacco-free environment for the library.

The Capital District Tobacco-Free Coalition is a New York State Department of Health Grant Program. They can provide the tools, support and information necessary to ensure a tobacco-free property, including signage, at no cost to the library. Seventy-nine percent of Schenectady residents do not want to see smoking allowed on public property. The Coalition is currently working with universities and most have gone tobacco-free. Other organizations include: City of Schenectady Parks, Guilderland, Troy and Southern Adirondack Libraries, just to name a few.

Judy Rightmyer will be making a presentation to the County of Schenectady in the near future.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

PRESIDENT'S REPORT

Cheryl Cufari reported. The Foundation for Mohawk Valley Library System has been in existence for a year. It has been very successful so far. The Foundation will be able to provide a \$250 grant to all libraries. The deadline for submission is October 1. The library board will need to approve submission of this application.

DIRECTOR'S REPORT

Serena Butch reported. We received 90% of a New York State Construction Grant. The amount is \$57,238.

The furniture has been picked out for the Bornt Branch Library and Literacy Center. A calendar will be created to keep track of items ordered and received for the branch.

The Banned Book Week Read Out will be held on Sunday, September 27 at 2:00 p.m. in the McChesney Room. All trustees are invited to attend.

Library staff will be receiving sexual harassment prevention training from Schenectady County in October.

Karen Bradley, Kaela Wallman and Lauren Bendall attended an eight-hour workshop entitled Mental Health First Aid. MVLS helped provide this workshop. All attendees received a three-year certification.

The Friends of the Library semi-annual book sale will be held on Saturday, October 3 and Sunday, October 4.

#### FRIENDS OF THE LIBRARY

John Karl reported. He passed around a sign-up sheet for volunteers for the book sale and reported that the sale is October 3 and 4. If anyone is interested in posting book sale flyers, they are available at tonight's meeting.

A mailing went out to all members of the Friends regarding a meeting that will be held on October 20 at 6:30 p.m. in the McChesney Room to discuss changes in the Friends By-Laws.

#### BRANCH COMMITTEE

Donna Phillips reported. She highlighted some of the items in the branch committee report:

- Several branches reported they need regular cleaning of windows and carpets
- Several branches are now aware that library board funds are available for their branch
- Rotterdam Library needs a new screen (possible funding from board funds allocated for Rotterdam)
- Branches reported on adult and summer programming
- Mont Pleasant had a fly infestation from the restaurant next door. The County Health Department was notified
- Some branches need volunteers to help with gardening

Discussion ensued. Carpet cleaners may be purchased with funds from the Friends. Karen Bradley would need to make this request.

Cheryl Cufari asked for a motion to approve Resolution #3 – Approval for Improved Network Wiring at the Niskayuna Branch. William Levering made a motion to approve, seconded by Marsha Mortimore and approved unanimously.

#### BUILDING COMMITTEE

Sharon Jordan was not in attendance. Her report is enclosed, in addition to the photo from the Daily Gazette from September 19 of the steel frame construction of the Phyllis Bornt Branch Library and Literacy Center.

#### FINANCE COMMITTEE

Joe Landry reported. He asked for a motion to approve Resolution #1 – Approval of SCPL Board of Trustees Expenditures. A motion to approve was made by Carmel Patrick, seconded by William Levering and approved unanimously.

Joe Landry asked for a motion to approve Resolution #2 – Approval for Advance Payment for Family Place Library Training. Serena Butch reported that the Family Place Training is a four-day training in Long Island. The cost of the training includes housing and on-line preparation before the training. It also includes on-going support for three years. Kaela Wallman and Serena Butch will attend. The funding for this training will be incorporated into a grant to the Schenectady Foundation in November. The resolution is asking for advance payment to Family Place Libraries for \$12,000, to be reimbursed by awarded grant funds. A motion to approve was made by Tina Chericoni Versaci, seconded by Anthony Gaddy and approved unanimously.

Tina Chericoni Versaci reported that the trustees still have accounts (CDs) that need to be closed out. She will prepare a resolution and bring it to the board at the October 15 meeting. The resolution will provide the information that some of the banks have required to close out the accounts.

#### DEVELOPMENT COMMITTEE

Anthony Gaddy reported. The next meeting will be on Friday, September 25.

#### ONE COUNTY ONE BOOK

Carmel Patrick reported that a meeting was held today. Several organizations attended and subcommittees will be formed. An updated report will be made at the October 15 meeting.

#### POLICY COMMITTEE

Bill Levering reported. The first reading of the Plan of Service was presented on August 27, 2015. This is the last policy to be approved. Mr. Levering asked that the entire Schenectady County Public Library Policy Booklet be approved as of September 24, 2015 (except the by-laws, which were approved on March 24, 2014). Punctuation and spelling can be amended as needed by administration. Additional policies also may be added in the future. A motion was made by Marsha Mortimore to accept the Schenectady County Public Library Policies as of September 24, 2015. The motion was seconded by Joe Landry and approved unanimously.

#### NEW BUSINESS

Discussion ensued regarding Judy Rightmyer's presentation of Capital District Tobacco-Free Coalition. The trustees cannot act this evening, but it will be referred to the Policy Committee.

The next meeting will be held on Thursday, October 15 at 6:30 p.m. in the Swanker Boardroom at the Central Library.

The November and December meeting will be combined and a date in December will be confirmed at the October 15 meeting.

The meeting was adjourned at 7:40 p.m. on a motion by Anthony Gaddy, seconded by Donna Phillips.