

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
February 29, 2024

PRESENT: Cheryl Cufari, David Fronk, Sharon Jordan, Steve McCutcheon, Julie McDonnell, Jude McQueen, Carmel Patrick, Bernice Rivera, Brenda Schworm, Madelynn Thorne, Chris Witkowski

ABSENT AND EXCUSED: Angela Tatem, Tina Chericoni Versaci

EX-OFFICIO: Charity Thorne, Executive Director; Beth DeMidio, Director of Operations; Devon Hedges, Assistant Library Director; Doug Bixler, Support Services Manager; Michelle Dannenhoffer-Cau, Public Services Manager; Michelle Ostrellich, Schenectady County Legislature, Vice-Chair Education & Libraries; Rory Fluman, Schenectady County Manager; Laura Baker, Schenectady County Chief Information Officer; Gabriel Benitez, Schenectady County Chief Information Security Officer; Charlene Roman, President, Friends of SCPL; Shirley DeBono, Vice President, Friends of SCPL

GUESTS: Shirley DeBono, Kaela Wallman, Christine Filippelli

President Thorne called the meeting to order at 6:00 p.m.

**PUBLIC COMMENT**

Wade Abbott of MVLS presented tokens of appreciation for Advocacy Day attendees.

**CONSENT AGENDA**

- a. Board of Trustees Meeting Minutes for January 25, 2024
- b. Finance Committee Meeting Minutes for February 15, 2024
- c. Approval of Expenditures – Resolution 1

A motion to approve the consent agenda was made by Rivera, seconded by Jordan. All in favor. Motion passed.

**JOINT AUTOMATION PROJECT**

Trustees discussed benefits and concerns related to withdrawing from the Joint Automation Project and how this action is only about Joint Automation membership and not about Mohawk Valley Library System membership.

Fronk moved to withdraw from the Joint Automation Project and approve the County providing IT support to the library, seconded by Patrick. Nine in favor, two opposed. Motion passed.

**CENTRAL LIBRARY PLAN**

Fronk explained why he is not in favor of approving the Central Library Plan as presented.

Witkowski moved to approve the Central Library Plan, seconded by Patrick. Six in favor, five opposed. Motion did not pass.

## **APPROVAL OF WEBSITE DEVELOPMENT COSTS – RESOLUTION 2**

Trustees discussed the website development proposal costs. Support Services Manager Bixler explained this was the lowest of three quotes received and the vendor has experience with other public library websites.

Patrick moved to adopt Resolution 2 – Approval of website development costs, seconded by Fronk. All in favor. Motion passed.

## **PRESIDENT’S REPORT**

- Committee Assignments – Planning Committee Chair – the three trustees will work together. Ad hoc Programming Committee – a meeting will be scheduled.
- Volunteer Appreciation Picnic– Friends and Board have split costs on this in the past and would like to do so again. Using public funds for a volunteer recognition event has been established as an acceptable use of said funds.

McDonnell moved to approve spending up to \$1,000 of Trustee funds to support the volunteer appreciation picnic, seconded by Patrick. All in favor. Motion passed.

## **DIRECTOR’S REPORT**

Trustees reviewed the written report submitted by Charity Thorne and Thorne highlighted:

- Starting today, KBJ is piloting a program to check out bags to patrons who ask for a bag to carry their materials. If successful, it will expand to other locations.
- A job posting for Librarian I (continuous recruitment) is up and applications are coming in. Part-time Library Assistant positions have been posted internally with the newly revised minimum qualifications.
- Introduction of Michelle Dannenhoffer-Cau, Public Services Manager.

## **FRIENDS OF THE LIBRARY REPORT**

- Over \$8,000 raised at the Winter Book Sale, a significant increase over past winter sales.
- March 8, from 5-7 PM Oakroom Artist Collective hosts a reception at the Whitney Book Corner for exhibited artist Barb Lenox.

## **COMMITTEE REPORTS**

**BUILDING COMMITTEE** – Building Tour of all nine libraries is set for May 6

**FINANCE COMMITTEE** – resolutions have passed in the Consent Agenda. All trustees are welcome to attend Finance Committee meetings, generally the Tuesday of the week before the Board meeting. A calendar invite has been sent to the full Board.

**PLANNING COMMITTEE** – will set a meeting date shortly

**POLICY COMMITTEE** – No report

**MOHAWK VALLEY LIBRARY SYSTEM REPRESENTATIVES** – No report

**NEW BUSINESS**

Patrick thanked multiple branches for participating in Schenectady Shares Food Drive

Meeting adjourned by Chair Thorne at 6:58 p.m.