

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
December 13, 2012  
Central Library

Present: Cheryl H. Cufari, Rory Fluman, Anthony M. Gaddy, Sharon Jordan, M. Joe Landry, Edwin D. Reilly, Jr., Camille Siano Enders, Clifford M. Tepper, Karen Bradley

Absent and Excused: Tina Chericoni Versaci, Julie B. McDonnell, Lisa McHugh, Marsha Mortimore

Friends Board: William Leitch

Guests: Elissa Kane, Serena Butch, John Karl

MINUTES OF THE NOVEMBER 29 MEETING

The minutes of the November 29, 2012 meeting were approved unanimously on a motion by Sharon Jordan and seconded by Anthony Gaddy.

PRIVILEGE OF THE FLOOR

No one spoke during privilege of the floor.

PRESIDENT'S REPORT

Ms. Cufari asked for a motion to rescind the "Restructuring of Hours Plan" for the library system that was voted on at the November 29 meeting. After discussion, there was a motion by Clifford Tepper, seconded by Edwin Reilly and approved unanimously.

Ms. Cufari introduced library consultant, Elissa Kane of "Library Matters." The restructuring advisory committee met with Ms. Kane prior to tonight's board meeting.

Ms. Kane reported that she is delighted to be working with the restructuring advisory committee. The group consists of optimistic, committed library advocates and county and library staff. The charge is to deliver to the board a recommendation for changes to present to the county. Ms. Kane's approach is to use "World Café Conversations," small group to bring the community together. Her job is to keep the lines of communication open and educating the community allowing them to be part of the decision-making process before it is presented to the library board.

Ms. Cufari will summarize the meetings and report to the board each month.

DIRECTOR'S REPORT

Karen Bradley reported. She met with Kathy Rooney and Debbie Mancini regarding staffing for 2013. There will be no changes before July 2013.

Ms. Bradley and Ms. Butch are analyzing data to prepare for staff changes; one of those changes will be to incorporate the RFID system.

Ms. Bradley has received the facilities report and there is nothing startling at the branches. Two maintenance positions have been vacated and one branch is cleaned only once a month. We have permission for a *Request to Fill* for a cleaner at the Quaker Street Branch.

Ms. Bradley is scheduled for the yearly meeting with the Finance Committee of the Friends of the Library.

Ms. Bradley asked the trustees if they would be willing to pay for the Christmas tree this year. The cost is \$29.99. There was a motion by Rory Fluman, seconded by Camille Siano Enders and approved unanimously.

Ms. Bradley met with Kathy Rooney and Carver staff to discuss Hamilton Hill Library Branch Library. Issues included security and cleaning.

The Restructuring Advisory Committee will visit all branches in the upcoming year. The hope is to have trustees be part of these group visits.

The library has a “Banned Patron” list. There is a procedure we follow before a patron is banned from all ten libraries. Ms. Bradley wanted the trustees to know about this policy in the event one of these patrons contacts them.

Serena Butch will now report on the RFID project:

Andy Kulmatiski applied for a New York State Construction Grant that included shelving, furnishings and computers for the new addition. It also included funding for a new circulation desk that accommodates the RFID system. We have to create an RFP for this project. The New York State construction grant requires that this project be completed by June 30, 2014.

#### FRIENDS OF THE LIBRARY

Bill Leitch reported. The annual Friends budget meeting with Karen Bradley will be held on Friday, December 14.

#### COMMITTEE REPORTS

Rory Fluman reported. The recognition luncheon for Esther Swanker, Jean Wildgrube and Simon Weinstein will be held on Tuesday, December 18 at noon at Cornell’s Restaurant.

Cheryl Cufari announced that Lisa McHugh will be the new chairperson for the Branch Representative Committee. She replaces Jean Wildgrube.

#### NEW BUSINESS

Cheryl Cufari asked Joe Landry to chair a nominating committee for the position of secretary of the board of trustees. Anyone interested in the position of secretary may send their resume to Mr. Landry.

Walter Grattidge from the Friends of the Library Music Committee asked Ms. Bradley if a representative from the trustees would attend a concert on Sunday, February 17 in the McChesney Room at the central library to honor Malinda Myers, a former trustee. A musical tribute to the library expansion with Malinda Myers as vocalist; Bill Jackson, piano will be performed that day at 2:30 p.m. Ms. Cufari would be happy to attend the concert. A motion to purchase a bouquet of flowers to present to Ms. Myers was made by Clifford Tepper, seconded by Edwin Reilly and approved unanimously.

#### OLD BUSINESS

A patron who contributed to the capital campaign is inquiring about a naming opportunity. Ms. Cufari will look in to this matter and reply promptly to this patron.

Ms. Cufari asked the board if they are interested in renewing a membership to the Library Trustees Association. The cost is \$325 a year. A motion to approve was made by Edwin Reilly, seconded by Anthony Gaddy and approved unanimously.

A discussion was held regarding renewing membership in the Chamber of Schenectady. It was decided to table this decision until the next meeting.

The meeting was adjourned at 8:10 p.m.

The next meeting will be held on Thursday, January 24, 2013 at 6:30 p.m. in the Swanker Board Room at the Central Library.