

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
September 27, 2018  
Central Library

PRESENT: Jennifer Barnes, Cheryl Cufari, Curtis Eatman, Randy Fine, Anthony Gaddy, Heather Gray, Cori Hoffman, M. Joe Landry, Julie McDonnell, Marsha Mortimore, Angela Strong, Janice Martin-recorder

ABSENT: Sharon Jordan, William Levering, Carmel Patrick, Tina Chericoni Versaci, Karen Bradley

SCHENECTADY  
COUNTY

LEGISLATURE: Richard Patierne  
Chair, Education and Libraries

Vice President Anthony Gaddy called the meeting to order at 5:33 p.m.

OATH OF OFFICE

Joe Landry administered the oath of office to newly appointed trustees, Curtis Eatman and Jennifer Barnes.

MINUTES OF THE JULY 26 MEETING

The minutes of the July 26, 2018 meeting were approved on a motion by Julie McDonnell, seconded by Joe Landry.

PRESIDENT'S REPORT

- Carmel Patrick thanked and congratulated Karen Bradley and Sharon Jordan for meeting with the MVL's Construction Grant Committee regarding the SCPL's application for an addition to the Scotia Branch Library. The application was for \$346,091 and SCPL was awarded \$342,577.
- Welcome to our two newest trustees, Curtis Eatman and Jennifer Barnes. Thank you to Cheryl Cufari for leading a new trustee orientation for them.
- Thank you to Heather Gray, for volunteering to represent our board on the SCPL's Safety and Security Committee.
- The Friends held another successful Book Sale on September 22-23, which supports the incredible programming that we hold throughout our library system.
- The Planning Committee met in September and determined a game plan for moving forward with the next iteration of a long-range plan.
- Carmel Patrick attended the "Big Reveal" for One County, One Book. Check out the four finalists and get busy reading. Voting ends November 9.
- Carmel asked trustees to review the newest edition of the NYS Library trustees manual. The booklet was distributed at this evening's meeting.

DIRECTOR'S REPORT

- Our annual summer reading program was a great success with a wide variety of programming throughout the county.
- Karen Bradley has been serving on the Schenectady Foundation's Thriving Neighborhood Challenge Committee. A kickoff event was held September 18 where the Bornt and Mont Pleasant Branches were highlighted as part of the Foundation's commitment to the revitalization of the City of Schenectady.
- The County Public Health Department provided opioid overdose training for library staff who have voluntarily agreed to administer it.

- We will be holding our third Repair Café on Saturday, October 13, 2018. Librarian Leah LaFera, who was key to helping Karen Bradley implement this program here, will be presenting this program at the Capital District Library Council's Member Showcase.
- We received a grant check for \$100,000 from the NYS Public Library construction fund for the Mont Pleasant Branch Library project.
- We are partnering with the Schenectady City School District for a literacy event involving author Angie Thomas's book *The Hate U Give*. Six hundred plus students will be reading the book and attending a screening of the movie, the day it is released, October 19. We will be hosting one of the programs at our library.
- We hosted 15 Union College student volunteers who were participating in a pre-orientation day of service in the community.
- Karen Bradley extended a special thank you to Angela Strong for her leadership and many extra hours of work to ensure our branch Capital project at Quaker Street has gone smoothly.
- We continue to have staffing challenges.

Angela Strong presented the following Resolutions:

- Resolution #1 – MVLS Board Nomination. Discussion ensued. A motion was made to approve by Cheryl Cufari, seconded by Randy Fine and approved with one abstention from Cori Hoffman.
- Resolution #2 – MVLS "Dream & Do" Grant – A motion was made by Cori Hoffman, seconded by Joe Landry and approved unanimously.

#### FRIENDS OF THE LIBRARY

- The Fall Book Sale netted \$16,281.
- The Friends are investigating the feasibility of opening a second store in ViaPort Mall in Rotterdam.
- One County, One Book "Big Reveal" was held on September 11, 2018. Final choice will be announced on November 18, 2018.
- The Friends sponsored a bus trip on September 25, 2018.
- Repair Café will be held on October 13, 2018
- Harry Potter Day will be held on October 27, 2018.
- The Friends are looking for a back-up bookkeeper to assist our Treasurer.

#### FINANCIAL COMMITTEE

- Joe Landry reported that the County Manager will present the budget to the county legislature on October 1, 2018.
- Resolution #3 – Approval of the SCPL Board of Trustees Expenditures. A motion was made to approve by Cheryl Cufari, seconded by Cori Hoffman and approved unanimously.

#### BUILDING COMMITTEE

- New Mont Pleasant Branch Library:
  - Steel is going up at the beginning of October
    - Below is estimated timeline:
  - January 31, 2019 – Construction of new branch completed
  - February 2019 – Move from old library to new
  - March-April 2019 – Demolition of old library
  - April-May 2019 – Preparation for parking lot and paving
  - July 1, 2019 – Total completion
- 2<sup>nd</sup> Floor – Most of the clean-up is finished. Planning for the 2<sup>nd</sup> floor is continuing – relocation planning of tech services has begun. Layout concept and initial facilities support requirements were reviewed at the building committee meeting in February 2018.
- Literacy Volunteers will be staying in their space for 2018.

#### PLANNING COMMITTEE

- A majority of the September 10, 2018 meeting was spent discussing the library's staffing situation.
- The committee is recommending a task force including Board members and staff with the goal of coming up with a solution given the fact that the library cannot sustain its current operations without an adequate amount of staff. The task force will analyze the existing data including that collected by the door counters and make recommendations by January 20, 2019.
- The current Long Range Plan of Service ends at the end of 2019, which means the Planning Committee needs to be thinking about the format for the next document. Cheryl Cufari will send out a template to committee chairs. Discussion ensued.

#### ONE COUNTY, ONE BOOK

- Reveal of the four books chosen for One County, One Book was held on September 11, 2018. Eighty people attended the event in the McChesney Room.
- Cheryl Cufari extended a warm thank you to Rob Lang, who served as liaison with branch staff and Doug Bixler, who created the posters and displays for the One County, One Book program.

#### POLICY COMMITTEE

- Angela Strong reported that the updated Policy Booklet (approved by the trustees on June 12, 2018) can be found on the SCPL website and a copy is also enclosed in trustee packets this evening.

#### TECHNOLOGY COMMITTEE

- Randy Fine reported that the Technology Committee assesses the library's technology needs on a yearly basis.
- The library's computers are purchased from MVL/SALS Joint Automation. They manage the hardware and software for three years. Currently the library is on a three-year replacement program because it is difficult to maintain these computers on our own without the support of JA.
- County funds to support our technology needs, as we budget for the future, are at a minimum. If we are unable to replace the computers after three years, we will have a reduction in the number of public computers. Discussion ensued.

The meeting was adjourned at 6:18 p.m. on a motion by Marsha Mortimore, seconded by Joe Landry and approved unanimously.

The next meeting will be held on Thursday, October 25, 2018 at 5:30 p.m. in the Swanker Boardroom.