

SCHENECTADY COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
December 3, 2020

PRESENT: Cheryl Cufari, Deborah Escobar, Randy Fine, Heather Gray, Sharon Jordan, M. Joe Landry, William Levering, Steven McCutcheon, Julie McDonnell, Carmel Patrick, Shawn Schultz, Tina Chericoni Versaci

Ex-Officio: Karen Bradley, Director; Devon Hedges, Assistant Library Director III, Beth DeMidio, Assistant Director of Operations, Peggy King, Schenectady County Legislature, Chair, Education and Libraries; Charlene Roman, President, Friends of the Library; Janice P. Martin, Board Clerk

ABSENT: Portia Alston

William Levering called the meeting to order at 6:00 p.m.

No one spoke during privilege of the floor.

There were no changes made to the agenda.

MINUTES OF THE OCTOBER 22 MEETING

The minutes of the October 22, 2020 meeting passed on a motion by Cheryl Cufari.

DIRECTOR'S REPORT

- The library welcomed back Beth DeMidio from maternity leave today.
- Thank you to Devon Hedges for support of all branches and in overseeing the Woodlawn Branch project, which included marking items for County auction, packing up entire collection in preparation for county facilities to start inside renovation.
- Karen Bradley, Devon Hedges and William Levering met with the County Manager and Deputy County Manager about the next phase of reopening. If Governor Cuomo designates Schenectady County as a "Yellow Zone," we will revert to curbside service only until the restriction is lifted.
- Our limited in-person service at the libraries has been going well, overall.
- We continue to have intermittent staffing challenges due to COVID issues and guidelines.
- Thanks to our Friends of the Library Book Sale Committee for their ongoing efforts to deal with the surge of book donations that have come in.
- The County vaccine drill at KBJ on October 29, 2020 went very well. Ms. Bradley will keep trustees updated as more information on the staging of the vaccine becomes available.
- Early voting was a big success in our McChesney Room at the KBJ Library.
- Some staff who assisted at our Public Health Services Department will resume assisting with contact tracing efforts and we have also been assigned an additional project to work on called the "Swab Squad."
- Tech services department relocated to the area that Literacy New York used to occupy.
- We added additional Meraki and bandwidth support at KBJ and branches.
- We have had some intermittent cleaning disruptions that we are working on. As of January 1, 2021 all of our cleaners will be under the library.
- Karen Bradley completed the John Hopkins Contact Tracing Course that Public Health is using for the training of their Contact Tracing.

FRIENDS OF THE LIBRARY

- Friends volunteers, sorters, transporters are instrumental in keeping the stores and on-line sales going. They are working very hard.
- The Whitney and Second Look bookstores will stay open as long as the governor allows and books are available.

TECHNOLOGY COMMITTEE

- The original plan for the technology budget will not be moving forward. The library will use the utility budget to increase broadband capacity. We need to rearrange priorities due to the pandemic.

BUILDING COMMITTEE

- There have been no changes since October. The Woodlawn Branch renovation is moving forward. The outside work is complete. They are currently working inside and possible completion in March.

FINANCE COMMITTEE

- Joe Landry presented Resolution 1 – Approval of SCPL Board of Trustees Expenditures. Resolution passed on a motion by Steve McCutcheon, seconded by Tina Chericoni Versaci.

PLANNING COMMITTEE

- Cheryl Cufari, committee chair, presented the 2020 Summary/Evaluation of Goal Accomplishments for the SCPL Long Range Plan of Service 2020-2023. She noted how the Covid-19 virus disrupted library service to Schenectady County and that library staff still worked to support the county with emergency services. She commended the Youth Service Department for keeping the community involved by continuing programs online on a regular basis. She asked for a motion to approve Resolution 2 – Approval of SCPL Long Range Plan of Service 2020-2023/2020 Summary/Evaluation. Resolution passed on a motion by Tina Chericoni Versaci, seconded by Sharon Jordan.
- Ms. Cufari thanked Doug Bixler for his work on making the website readily accessible to the public and trustees. The trustee page has recently been updated to include several informative links.

POLICY COMMITTEE

- Steve McCutcheon, chair of the Policy Committee presented the revised and updated Covid-19 Phased Re-Opening Plan as of 12/3/20. There is drafted language to cover the plan in the event the County, in compliance with the governor, goes into the “Yellow Zone.” He asked for a motion to approve Resolution 3 – Revised Reopening Plan and Hours of Operation – updated 12/3/20. Resolution passed on a motion by Carmel Patrick and seconded by Shawn Schultz.
- The committee is still working on the bylaws.
- There was discussion regarding the governor’s public meeting law and how it affects board of trustees meetings.

NEW BUSINESS

- William Levering announced that he received a resignation letter from trustee Jennifer Barnes. This leave two vacant positions on the board.
- Discussion was held regarding the Public Health supply storage at the KBJ Library.

The meeting was adjourned at 7:00 p.m. on a motion by Carmel Patrick.