

SCHENECTADY COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 24, 2018  
Central Library

PRESENT: Cheryl Cufari, Camille Siano Enders, Randy Fine, Anthony Gaddy, Cori Hoffman, Sharon Jordan, M. Joe Landry, William Levering, Julie McDonnell, Marsha Mortimore, Tina Chericoni Versaci, Karen Bradley, Angela Strong, Janice Martin-recorder

ABSENT: Heather Gray, Carmel Patrick, Edwin D. Reilly, Jr.

FRIENDS

OF SCPL: Madelyn Thorne

Anthony Gaddy called the meeting to order at 5:30 p.m.

MINUTES OF THE APRIL 26 MEETING

The minutes of the April 26, 2018 meeting were approved unanimously on a motion by Sharon Jordan, seconded by Cheryl Cufari.

PRESIDENT'S REPORT

- The May 8, 2018 Mont Pleasant groundbreaking was a wonderful community event. Donors, county legislators, city council members, neighborhood residents, SCPL staff and trustees together celebrated the upcoming construction project.
- Carmel Patrick, Karen Bradley and a potential MVLS trustee attended the MVLS annual dinner on May 9, 2018.
- The Finance Committee met on May 10, 2018. The committee discussed personnel aspects of the 2019 budget, as well as our capital project budget requests.

DIRECTOR'S REPORT

- Karen Bradley thanked the Friends of the Library for the great success of the annual May book sale. The library could not do what we do in the way of programming without these dedicated volunteers.
- Karen Bradley met with county staff and architect Mike Gamache to finalize plans for the Quaker Street renovation. Work is expected to take place late August and early September and will require a brief branch closure.
- The MVLS Annual Dinner was held on May 9, 2018 at the River Stone Manor.
- The County kicked off a countywide health and wellness month, which is entitled "Schenectady Moves A Million in May," on May 4 at the Downtown YMCA.
- Courtney Chadwick, our Niskayuna Branch Library clerk, going to the Special Olympics in Seattle, WA, as a swimmer in July of 2018, received a special recognition from Assemblyman Angelo Santabarbara on May 4, 2018.
- Author Robin Oliveira's program on May 3, 2018 had a standing room crowd.
- A reminder that the Staff and Friends picnic will be held on Friday, June 1, 2018 at 5:30 p.m. at River Road Park in Niskayuna. Thanks to Joe Landry for Co-Chairing this event.

#### Resolution #1 – Approval of the 2017 New York State Annual Report

- A motion was made by Sharon Jordan, seconded by William Levering and approved unanimously.

#### FRIENDS OF THE LIBRARY

- The Spring book sale raised over \$16,000.
- In April, the Friends provided over 624 volunteer hours to support our library.
- The Esther Swanker Memorial Golf Tournament was held on May 18, 2018.
- Karen Bradley nominated the Friends for the Human Rights Commission Group Award. The Friends won and were recognized at the HRC's annual breakfast on May 17, 2018.
- Madelyn Thorne and Charlene Roman, First Vice President of the Friends attended the Mont Pleasant Library groundbreaking.
- One County, One Book nominations will conclude on June 1, 2018. Finalists will be announced in early fall, with voting to conclude in November. Programming to begin in Spring 2019.
- Friends membership continues to grow.
- The Board approved the following at the May 22, 2018 meeting:
  - Doubled the Museum Pass Program's budget to \$7,000, which will provide more passes at branches and increase the number of participating museums.
  - The purchase of digital billboards for use in the lobby and interior of the Main Branch.
- Kaela Wallman presented the proposed STARS program at the May 22, 2018 Board meeting.

#### FINANCE COMMITTEE

Joe Landry presented the following resolutions:

- Resolution 2 – Approval of SCPL Board of Trustees Expenditures. There was a motion to approve by Cori Hoffman, seconded by Cheryl Cufari and approved unanimously.
- Resolution 3 – Approval of SCPL Board of Trustees Expenditures for STARS (Schenectady Takes Action for Reading Success). There was a motion to approve by William Levering, seconded by Randy Fine and approved unanimously.
- Resolution 4 – Approval of SCPL Board of Trustees Resolutions Reconciliation. After questions arose regarding this resolution, it was recommended by Joe Landry that Resolution 4 be withdrawn and will serve as the notification to the board that any expenses not made per previous resolutions will be closed out. A detailed report of resolution reconciliations will be included with the May 24, 2018 library board minutes.
- Resolution 5 – Approval of SCPL Board of Trustees Expenditures (Branch Furnishings). A motion was made by Cori Hoffman, seconded by Camille Siano Enders and approved unanimously.

Karen Bradley presented the following resolution:

- Resolution 6 – Approval for submission of the 2019 SCPL Budget in the amount of \$6,498,050  
The key areas to look at are:
  - Personnel Services (CSEA contract has been signed).
  - Staffing at the new Mont Pleasant Branch Library to cover additional 25 hours of public service.
  - An increase in the Educational Materials budget.
  - Organizational Initiatives – need to have stabilized employees at all branches.
- Attached is Area Library Comparison – 2017. SCPL has the lowest Total Operating Fund Receipts Per Capita.
- Summary of 2019 Revenue is enclosed.

Discussion ensued. There was a motion to approve Resolution 6 by William Levering, seconded by Tina Chericoni Versaci and approved unanimously.

- Resolution 7 – Approval for Submission of the 2019 SCPL Board of Trustees Budget. Julie McDonnell gave a brief report on Trustees Budget and announced that the budget can always be amended. There was a motion to approve by Sharon Jordan, seconded by Cori Hoffman and approved unanimously.

#### BRANCH COMMITTEE

- Cori Hoffman announced that the committee recently met at the Scotia Branch Library and all but one branch representative attended.
- She encouraged the branch representatives to follow the Library Trustees Long Range Plan of Service.

#### POLICY COMMITTEE

- William Levering distributed the first reading of Schenectady County Public Library Policies. The version includes minor amendments of the previous policies (new material highlighted) and a new video surveillance policy.
- The first reading was moved by William Levering, seconded by Sharon Jordan and approved unanimously.

#### TECHNOLOGY COMMITTEE

- Randy Fine thanked Karen Bradley, Angela Strong, Kaela Wallman, Mary Ann Warner, Ken Wagner and Cheryl Cufari for their work on the Technology Committee.
- As more library programs and services are increased, new and replacement technology needs to be incorporated in the capital budget. A computer replacement plan is already in effect.

#### NEW BUSINESS

- Marsha Mortimore presented a \$500 check from the Schenectady Silhouettes to donate to the STARS program.

The meeting was adjourned at 6:28 p.m. on a motion by Cori Hoffman, seconded by Camille Siano Enders and approved unanimously.