



BOARD OF TRUSTEES MEETING

September 13, 2022 Agenda

1. Call to Order – 6:30 PM.
2. Pledge of Allegiance.
3. Adoption of agenda.
4. Minutes – approval of the August 16, 2022 meeting minutes.
5. Public comments.
6. Finance Officer's report.
7. Correspondence.
8. Library Director's report.
9. Committee reports.
 - Library Courtyard.
10. Old business.
 - 2020/2021 State aid for library construction grant.
 - Floor covering in Proudfit Hall.
 - Outside sign.
 - Proudfit Hall open house?
 - Annual requirement for Trustee Training
 - Exterior Video Surveillance (Attachment #1).
 - Draft Video Surveillance Policy (Attachment #2).
 - 2023 Draft Budget (Attachment #3).
 - Bancroft Classics, senior program (to be reevaluated at November meeting).
11. New business.
 - Other business.
12. Public comments.
13. Next meeting – October 11, 2022.
14. Adjournment.

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BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL **OPTION 1**

This is a proposal for security cameras at the Bancroft Library.

The proposed purpose is to prevent vandalism.

Using the existing light sockets is the most time/cost effective way of putting security in.

Using the existing light sockets, adapters can be installed to operate 2 Wi-Fi cameras and a regular LED light. The total load on the original socket will still be less than the original single bulb.

To cover the areas by sidewalks will take approximately 6 cameras. The back of the library would take approximately 6 more. If the library prefers to have only certain things covered, less can be used. A minimum of 5 would be recommended for the front door and main sidewalk areas. But any amount can be started with, then later added to.

These Wi-Fi cameras can be connected to the Tuya Smart app

(<https://play.google.com/store/apps/details?id=com.tuya.smart&gl=US>)

or Smart Life app

(<https://play.google.com/store/apps/details?id=com.tao.wiz&gl=US>) and shared among employees.

Or similar apps available on Google Play. The app will be able to view and control the cameras remotely.

Cameras are shown based upon best reviews available. This shows coverage roughly for the library.



BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL OPTION 1

- ☐ These will be the basis memory for the units.



- [PNY 128GB Elite Class 10 U1 microSDXC Flash Memory Card 2-Pack - 100MB/s, Class 10, U1, Full HD, UHS-I, Micro SD](#)
- In Stock
- & [FREE Returns](#)
- Capacity: 128GB
- Style: FLASH CARD - 2 PACK

Qty:

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\$25.99



- [DiCUNO 3 in 1 E26 Light Socket Splitter Adapter, Standard Base LED Bulb Converter, 360 Degrees Adjustable 180 Degree Bendable, 3 Way Bulbs Socket Holder](#)

BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL

OPTION 1

[Splitter Adapter, Standard Base LED Bulb Converter, 360 Degrees Adjustable 180 Degree Bendable, 3 Way Bulbs Socket Holder](#)

- In Stock
- & [FREE Returns](#)
- Size: 3 in 1 E26 Socket

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\$9.99



- [Leviton 1221-2IL 20-Amp, 120/277-Volt, Toggle Locking Single-Pole AC Quiet Switch, Extra Heavy Duty Spec Grade, Ivory, Brown](#)
- In Stock
- & [FREE Returns](#)
- Color: Image

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\$13.84



BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL OPTION 1



- [\(4PCS\) WiFi Light Bulb Camera Outdoor, Pan Tilt Full HD 1080P Wireless Security IP Camera for Home Security, Motion Detection, Two-Way Audio, Indoor Outdoor Security Camera System\(4PCS\) WiFi Light Bulb Camera Outdoor, Pan Tilt Full HD 1080P Wireless Security IP Camera for Home Security, Motion Detection, Two-Way Audio, Indoor Outdoor Security Camera System](#)
- In Stock
- Shipped from: [XiangYangXiangYunMaoYiYouXianGongSi](#)
- Color: 4 PCS

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\$98.98



- [Video Surveillance Sign, All Activities Are Monitored - 2/4 Pack - 7 x 10 Inches Rust Free .040 Aluminum Reflective - UV Protected, Waterproof, Weatherproof and Fade Resistant - 4 Pre-drilled HolesVideo Surveillance Sign, All Activities Are Monitored - 2/4 Pack - 7 x 10 Inches Rust Free .040 Aluminum Reflective - UV Protected, Waterproof, Weatherproof and Fade Resistant - 4 Pre-drilled Holes](#)
- In Stock

BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL **OPTION 1**

- & [FREE Returns](#)
- Size: 10"x7"-2 park

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\$10.99

Subtotal (17 items): \$430.21

Another option uses online storage to hold the images. Online storage is generally up to 10 dollars a month.

BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL

OPTION 2

This is an alternative using Google Nest equipment.

First there is a restriction from one customer ordering more than 3 sets of the shown cameras, Amazon claims:

This seller has a limit of 3 per customer.

Therefore this may not be complete coverage for the library. Further the cameras are fixed and not moveable. The cords are long and enable some freedom in placing that may make up for this. Power will still come from light fixtures for convenience.



- 2 Packs E26/E27 3 Prong Light Socket to Plug Adapter, Polarized Screw in Outlet for Light Socket Adapter Outlet 3Prong Light Bulb Socket Adapter Fit for 2/3Prong Convert, for Porch Patio Garage, Black
- 2 Packs E26/E27 3 Prong Light Socket to Plug Adapter, Polarized Screw in Outlet for Light Socket Adapter Outlet 3Prong Light Bulb Socket Adapter Fit for 2/3Prong Convert, for Porch Patio Garage, Black

- [In Stock](#)
- & [FREE Returns](#)
- ☐ This is a gift [This is a gift Learn more](#)

- **Style:** 2 pcs

Qty: Qty: 3 [Delete](#) [Save for later](#) [Compare with similar items](#)

\$9.99

4 Price Changes



BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL OPTION 2



- DiCUNO 3 in 1 E26 Light Socket Splitter Adapter, Standard Base LED Bulb Converter, 360 Degrees Adjustable 180 Degree Bendable, 3 Way Bulbs Socket Holder
- In Stock
- & [FREE Returns](#)
- ☐ This is a gift [This is a gift Learn more](#)
- **Size:** 3 in 1 E26 Socket

Qty:

\$9.99

Best Seller



- Video Surveillance Sign, All Activities Are Monitored - 2/4 Pack - 7 x 10 Inches Rust Free .040 Aluminum Reflective - UV Protected, Waterproof, Weatherproof and Fade Resistant - 4 Pre-drilled Holes
- In Stock

BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL OPTION 2

- & [FREE Returns](#)
- ☐ This is a gift [This is a gift Learn more](#)
- **Size:** 10"x7"-2 park

Qty: Qty:3

\$10.49

5 Price Changes

Coupon Clipped

Save 5%



- Leviton 1221-2IL 20-Amp, 120/277-Volt, Toggle Locking Single-Pole AC Quiet Switch, Extra Heavy Duty Spec Grade, Ivory , Brown
- [Leviton 1221-2IL 20-Amp, 120/277-Volt, Toggle Locking Single-Pole AC Quiet Switch, Extra Heavy Duty Spec Grade, Ivory , Brown](#)
- [In Stock](#)
- & [FREE Returns](#)
- ☐ This is a gift [This is a gift Learn more](#)
- **Color:** Image

Qty: Qty:3

\$13.84

Best Seller



BANCROFT PUBLIC LIBRARY SECURITY CAMERA PROPOSAL OPTION 2



- Google Nest Cam Outdoor or Indoor, Battery - 2nd Generation - 2 Pack

- **#1 Best Seller**

in Complete Surveillance Systems in Complete Surveillance Systems

- **In Stock**
- & **FREE Returns**
- ☐ This is a gift [This is a gift Learn more](#)
- ☐ Pay in [5 monthly payments](#) of **\$60.00** per item

- **Style:** 2nd Gen
- **Size:** 2 Count (Pack of 1)
- **Configuration:** Nest Cam (Outdoor or Indoor, Battery)

Qty:

\$299.99

Compare at 8 Stores



- 3Pack Power Cable Compatible with Google Nest Cam (Battery), 30Ft/9.1m Weatherproof Outdoor Cable Continuously Charging Your Nest Camera (White)

BANCROFT PUBLIC LIBRARY
SECURITY CAMERA PROPOSAL

OPTION 2

Cam (Battery), 30Ft/9.1m Weatherproof Outdoor Cable Continuously
Charging Your Nest Camera (White)

- In Stock
- & [FREE Returns](#)
- ☐ This is a gift [This is a gift Learn more](#)

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Compare with similar items

\$43.99

Best Seller

Subtotal (17 items): \$1,120.88

BANCROFT PUBLIC LIBRARY

VIDEO SURVEILLANCE POLICY

In order to maintain a safe and secure environment for staff and patrons, the Bancroft Public Library ("Library") employs a video surveillance system outside the building including the courtyard. Video surveillance shall only be used for the protection and safety of library staff, patrons, assets, and property.

Video surveillance cameras will be positioned to record only those areas required to maintain a safe and secure environment in compliance with Library policies. Video camera locations shall not be changed or added without the permission of the Bancroft Public Library Board of Trustees. Video cameras shall not be placed in areas where there is a reasonable expectation of privacy. Signs informing the public of video surveillance shall be posted in the area cover by video surveillance

Video surveillance records will ordinarily be maintained for a minimum of 14 days, and shall be stored in a manner designed to ensure that access to the records is restricted to authorized personnel as determined by the Library Director.

Video surveillance records shall not be used or disclosed except as specifically authorized herein. They may be used to help identify individuals who have violated Library rules or policies or applicable laws, or who have engaged in activity considered disruptive. Video surveillance records evidencing such violations or activities may be used to support appropriate disciplinary action and/or disclosed to law enforcement agencies. Requests for the disclosure of video surveillance records shall be addressed on a case by case basis subject to and in accordance with applicable laws.

Adopted:

DRAFT BANCROFT PUBLIC LIBRARY 2023

BUDGET Revenues and Other Sources		2022	2023
L2082	Library Fines and Fees	\$1,000.00	\$1,000.00
L2360	Town of Salem	\$32,000.00	\$32,000.00
L2360	Salem CSD/Library Tax	\$29,775.00	\$38,775.00
L2401	Interest and Earnings	\$400.00	\$200.00
L2705	Gifts and Donations	\$5,000.00	\$0.00
L3840	NYS Aid (LLSA through SALS)	\$1,382.00	\$1,434.00
Total Revenues		\$69,557.00	\$73,409.00
Appropriated Fund Balance		\$5,856.00	\$6,872.00
Total Revenues and Other Sources		\$75,413.00	\$80,281.00

Expenditures

L7410.1	Library Director	\$23,432.00	\$24,864.00
L7410.1	Deputy Director	\$15,835.00	\$16,802.00
L7410.11	Staff	\$7,000.00	\$7,380.00
L7410.2	Circulating Items	\$12,000.00	\$12,000.00
L7410.4	Contractual Detail*	\$12,800.00	\$14,935.00
L9010.8	Retirement	\$1,046.00	\$500.00
L9030.8	SS/Med Employer Match	\$3,300.00	\$3,800.00
Total Expenditures		\$75,413.00	\$80,281.00

\$0.00

Contractual Detail*		
Library Materials	\$4,000.00	\$4,000.00
Software	\$500.00	\$500.00
Joint Automation Svcs	\$4,300.00	\$5,565.00
Postage	\$60.00	\$60.00
Telephone and Internet	\$540.00	\$1,810.00
Miscellaneous	\$3,400.00	\$3,000.00
Total	\$12,800.00	\$14,935.00