



**BOARD OF TRUSTEES**  
**August 10, 2005**  
**MINUTES**



**PRESENT:** Erin Apostol, Rachel Baum, Cris Blanchard, Jeffrey Cannell, Charles Diamond, Anne Evans, Brian Hartson, Mary Alice Molgard, Mary Muller, Lois Prenovost, James Reilly, Pat Spohr, Hawley Zwahlen

**EXCUSED:** Lou Anne Lundgren

**UHLS STAFF:** Philip Ritter, Heidi Fuge

4:35 PM meeting called to order. C. Diamond acknowledged the work of P. Ritter, H. Fuge and the rest of the UHLS staff in conducting the Annual Dinner meeting in June.

**I. NOMINATING COMMITTEE FOR BOARD OFFICERS**

Report by E. Apostol, Chair. She noted that all of the current officers have agreed to serve again. She asked for nominations from the floor; receiving none, she moved to accept the slate as presented: PRESIDENT - C. Diamond; VICE-PRESIDENT - L. Lundgren; TREASURER - M. Molgard; SECRETARY - J. Cannell. C. Blanchard seconded. Unanimous.

**II. MINUTES**

A. Evans noted that on page 5 of the Minutes of the May 11, 2005 meeting, the August meeting should be noted as held on WEDNESDAY, not Tuesday.

**MOTION:** J. Reilly moved to accept the Minutes of the May 11, 2005 meeting as corrected. A. Evans seconded. Unanimous.

**III. STAFF REPORT**

P. Ritter reported the following:

- Metroland magazine had an article listing UHLS as having the "Best Free Videos."
- the deadline for submitting the State construction grant application to UHLS is September 2<sup>nd</sup>. The applications will be discussed at the September 14<sup>th</sup> Services Committee meeting and are due to the Division of Library Development by October 14<sup>th</sup>. UHLS has been allocated \$25,222.
- he will be out of the office from August 17-26th visiting a new grandchild.

**II. TREASURER'S REPORT**

Reports for May, June and July presented by M. Molgard. She noted that in July, the major portion of the State Aid was received.

**MOTION:** E. Apostol moved to accept the May 2005 Treasurer's Report. J. Cannell seconded. Unanimous.

**MOTION:** H. Zwahlen moved to accept the June 2005 Treasurer's Report. C. Blanchard seconded. Unanimous

**MOTION:** E. Apostol moved to accept the July 2005 Treasurer's Report. P. Spohr seconded. Unanimous.

### III. COMMITTEE REPORTS

#### Finance Committee

Report by M. Molgard, Chair. The Finance Committee reviewed and approved the May, June and July Purchase Journals and Payrolls.

The Committee also reviewed and discussed the Amended 2005 Budget and recommends its acceptance by the Board.

**MOTION:** J. Reilly moved acceptance of the Amended 2005 Budget as presented. B. Hartson seconded. Unanimous.

Next FINANCE COMMITTEE meeting: Wednesday, September 14<sup>th</sup> at 4:00 PM.

#### Administration Committee

Report by J. Reilly, Chair. The Committee met to discuss a proposal by a potential tenant for the building. The Committee did not accept the proposal. Minutes from the meeting were distributed. No Board action required.

Next ADMINISTRATION COMMITTEE meeting: Monday, September 12<sup>th</sup> at 4:00 PM.

#### Services Committee

Report by E. Apostol, Chair. The Committee members reviewed the proposal for the National Endowment for the Arts (NEA) grant for the "Big Read" program and recommends that the Board approve applying for this grant at the maximum allowable amount of \$35,000. J. Cannell noted that the grant was approved by the majority of the Directors at the August Directors Association meeting.

**MOTION:** E. Apostol moved approval of the NEA "Big Read" grant proposal. L. Prenovost seconded. Unanimous.

Next SERVICES COMMITTEE meeting: Wednesday, September 14<sup>th</sup> at 3:30 PM.

#### Automated Services Committee

Report by P. Ritter, Chair. He noted that the Minutes from the last three meetings were included in the information mailed to the Board members. There will not be a meeting in August.

The ASC recommends that the Board accept the Letter of Agreement from Library Technologies Corp for authority control processing of the UHLAN database. The letter includes a one-time charge of \$23,000 for the initial processing and then a twice-a-year charge of \$3,200 to maintain the integrity of the database.

**MOTION:** R. Baum moved to accept the Letter of Agreement from Library Technologies Corp for authority control processing. The fees will be paid with funds from the Automation Reserve Account. E. Apostol seconded. Unanimous.

Next AUTOMATED SERVICES COMMITTEE meeting: Tuesday, September 27<sup>th</sup> at 9:00 AM.

#### **IV. TRUSTEE REPORTS**

J. Cannell reported that the Albany Public Library Bookmobile will be on the road in early September. Urban service of this type has not been conducted in Albany for over twenty years. The bookmobile will serve several purposes: service delivery, marketing and advertising. APL will also be opening a new Branch Library on North Pearl Street in November.

L. Prenovost reported that Brunswick Library Board members have been collecting voter signatures to place the Library budget on the ballot in November.

M. Molgard reported that the *Altamont Enterprise* recently had an article on the space problems in the Berne Library. The Buddhist group and the Friends of the Library are in negotiation regarding a possible library expansion project.

C. Diamond reported that the Watervliet Library has finished the first round of interviews for the Library Director position. Two more interviews are scheduled for next week. Several of the applicants are encouraging prospects.

P. Ritter reported that the Stephentown Library has a new part-time Director, Mary Jo Daley. Their construction project is moving forward.

**V. PRIVILEGES OF THE FLOOR**

R. Baum congratulated Mary Fellows on her election as Vice-President/President-Elect of the Youth Services Section of the New York Library Association, and for her election to the 2007 Caldecott Committee of the Association for Library Service to Children.

H. Fuge reported that her dog, Tymber, received her Therapy Dog certification and they have been involved in the PAWS to READ program in several libraries.

**MOTION:** A. Evans moved to adjourn. H. Zwahlen seconded. Unanimous. Meeting adjourned at 5:30 PM.

Next UHLS BOARD MEETING: Wednesday, September 14<sup>th</sup> at 4:30 PM.

Heidi A. Fuge  
8/11/05

**UPPER HUDSON LIBRARY SYSTEM  
EXECUTIVE DIRECTOR'S REPORT  
For May, June, and July 2005**

August 10, 2005

**Construction Aid Funds** – The Stephentown Memorial Library was awarded an additional sum of \$2,500 for its expansion/renovation project, bringing the total amount awarded this year to this library to \$6,822. The additional funds were made possible by the availability of unused portions of construction aid funds.

**Public Library System Directors Organization of New York State** – Four representatives from UHLS (Jo-Ann Benedetti, Mary Fellows, Philip Ritter, and Jeff Cannell) attended the biennial **PULISDO Conference** on May 24-25, 2005. It was held at the Sheraton LaGuardia East Hotel in Flushing, NY, and included tours of the Flushing Library and the Corona Branch Library of the Queens Borough Public Library. There was a keynote address, breakout sessions for the directors and managers, a session on “Dealing with the Media,” and an author luncheon.

**Summer Reading Program** – UHLS libraries are implementing the New York State Summer Reading Program, **“Tune in @ Your Library”** with a symphony of fun programs for kids and teens. Guilderland Public Library's “Battle of the Bands” is sure to attract many teen-aged music fans. At Watervliet, “Bug Town Follies” by the Robert Rogers Puppet Show will mark the end of the program. At Voorheesville, parties celebrating books in the Harry Potter, Captain Underpants, and Magic Treehouse series promote the relationship between fun and reading.

Through a state mini-grant, UHLS received money to support this year's reading program. The Youth Services Advisory Council agreed to spend the \$6000 on paperback books as prizes for Summer Reading Program participants. Scholastic has also provided books for distribution and various vendors have provided coupons, all of which help UHLS libraries attract more kids to their programs.

**American Library Association Annual Conference** – Two representatives from UHLS, Mary Fellows and Jo-Ann Benedetti, attended this annual conference in Chicago, IL, during June 24-28, 2005.

**State Annual Report** – We have received notice that the UHLS report has been approved, but we have yet to hear regarding the reports of our member libraries.

**Local Library Services Aid (LLSA)** – UHLS has received 90% of this year's LLSA funding, and we have distributed the full amount to our member libraries.

(Continued)

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**Courier Delivery Service** – We continue to have meetings with C D & L personnel in order to modify the schedules/routes and to make adjustments that will provide for a more efficient and a more error-free delivery service.

**LSTA Grant** – The **Kids Cookin’ by the Book** LSTA grant is underway at the eight participating libraries with materials coming in and programs planned for this summer. We have a number of good partners on board for the grant, including famous “foodies” such as Molly O’Neal of the *New York Times Sunday Magazine* and local institutions like the Honest Weight Food Co-op.

**Best Free Videos of ‘05** – In the July 21st edition of **Metroland** (The Capital Region’s Alternative Newsweekly), the Upper Hudson Library System was listed as the winner for **“Best Free Videos”** in their annual publication of the **“Best of the Capital Region ‘05.”** Their readers were told that “you can just sign-on to (<http://www.uhls.org/uhls/catalog.cfm>) and request the titles that never seem to find their way to your local library’s shelves.”

**Mary Fellows** – The following honors and responsibilities have recently been bestowed upon the UHLS Manager of Youth and Family Services. Mary has been elected as a member of the **2007 Caldecott Committee** of the **Association for Library Service to Children**, a division of the **American Library Association**. This committee considers the hundreds books for children published during the calendar year 2006 and selects the winner of the Caldecott medal, which goes to the artist of the most distinguished American picture book for children. Mary has also been elected as the **Vice-President/President-Elect** of the **Youth Services Section** of the **New York Library Association**. She will take office in October 2005 and will serve as Vice-President, President, and Past President over the course of the next three years.

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**Philip W. Ritter**  
**Executive Director**