



UHLS BOARD OF TRUSTEES
March 14, 2007
MINUTES

PRESENT: Erin Apostol, Cris Blanchard, Brian Hartson, LouAnne Lundgren, Mary Alice Molgard, Mary Muller, Lois Prenovost, Paula Read, James Reilly, Pat Spohr, Richard Young, Hawley Zwahlen

EXCUSED: Charles Diamond

UHLS STAFF: Philip Ritter, Jo-Ann Benedetti, Heidi Fuge

4:31 PM - meeting called to order by L. Lundgren, in the absence of C. Diamond.

I. MINUTES

MOTION: J. Reilly moved acceptance of the February 21, 2007 Minutes. E. Apostol seconded. Unanimous.

II. EXECUTIVE DIRECTOR'S REPORT

P. Ritter reported the following:

- he thanked all of the Trustees who participated in the NYLA Lobby Day. Over 800 people attended and there were approximately 30 people representing UHLS during the course of the day. It was very successful.
- the 2007 budget is still under consideration at the State but it looks very good to retain the increase in funding that Systems received last year.
- Rachel Baum, President of NYLA, has agreed to be the speaker at our Annual Dinner. She will give an illustrated presentation about her visits with libraries around the state. The Bethlehem Public Library is preparing a digital slideshow that will be playing before the dinner. It will showcase the member libraries, programs and staff. M. Muller noted that Boards are asked to submit photos to the Bethlehem library for inclusion in the program. The email address to which the photos can be sent is: bethwebmanager@uhls.lib.ny.us The photos can be captioned, so please add information to be included. P. Ritter will send this email address out to the trustees so they can send photos for inclusion.
- SIRSI/DYNIX has informed us that within the next couple of years they will no longer support the Horizon library automation system. We will have time to plan for a new system, whether the new SIRSI/DYNIX system or some other vendor. The ASC will study this and make some decisions and recommendations. The number of library automation system vendors has declined due to the consolidation of companies.
- the Gates Foundation has set up another training schedule/grant to upgrade the Gates computers in libraries with eligible populations. The Gates Foundation establishes the eligibility requirements.
- the UHLS newsletter has been undergoing some design changes. Diane Riganti has taken over as the layout and design person and is doing some great work. Modifications will continue in the next issues.
- he introduced J. Benedetti to give a report on the "Big Read" program which will take place in May. She reported the following: the "Big Read" is a National

Endowment for the Arts (NEA) project to promote reading of literary works. The work selected by the UHLS libraries is Their Eyes were Watching God by Zora Neal Hurston. At this time, over 100 programs have been planned in the participating libraries. Both the Wm. K. Sanford Library and the Bethlehem Library will have programs relating to the book on their cable TV networks. UHLS is planning a bus trip to Harlem on Saturday, May 12th. Several thousand copies of the book have been ordered and are being distributed to the libraries. In addition, "Book Clubs in a Bag," are available for any organizations wishing to participate in the project.

III. TREASURER'S REPORT

Report by M. Molgard. She reviewed the February 2007 Report and noted that UHLS is in better financial position than it was at this time last year.

MOTION: C. Blanchard moved to accept the February 2007 Treasurer's Report. J. Reilly seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair:

- the Finance Committee reviewed and accepted the February Purchase Journal and Payroll totaling \$132,565.29.
- the final cost for the NYSCASA retrofit project (including realtor's commission) was \$82,108.75. We can expect to recover these costs in a little less than 2 ½ years in NYSCASA rent. The project spanned 2006 and 2007 and all of the 2006 costs were taken from the operating budget, no funds were transferred from the Building Reserve Account.
- the 2006 Financial Review will be started by UHY in April. They anticipate that it will take them three days. They will report to the Board at the May meeting.

NEXT Finance Committee MEETING: Wednesday, April 11th at 4:00 PM

Administration Committee

Report by J. Reilly, Chair. The Committee met with Tracy Metzger, realtor, to discuss the potential lease with the Asian Arts Studio. In their initial Letter of Intent, the Studio proposed a five-year lease at \$9.75 per square foot. The Committee recommends that a five-year lease should be negotiated based on a 2½ year cost recovery, similar to that with NYSCASA. The Board should give final approval to the lease before signing by the tenant and prior to any construction work. H. Fuge explained the timeline involved in this decision; it would mean that no construction would take place until at least after the April meeting. Discussion regarding the Asian Arts Studio. M. Muller noted that it is a long-term Albany-based group. J. Reilly reported that the realtor will be asking them for a copy of their recent financial statements.

MOTION: B. Hartson moved to permit the UHLS staff to negotiate a 5-year lease with a 2½ year cost recovery as noted. The Board must review and approve the lease prior to any construction work. E. Apostol seconded. Unanimous.

MOTION: C. Blanchard moved to extend the realty contract with TL Metzger and Associates for another six months. M. Molgard seconded. Unanimous.

NEXT Admin. Committee MEETING: Monday, April 9th at 4:00 PM

Services Committee

Report by E. Apostol, Chair. The Committee reviewed the summary for the LSTA Grant "Real Guys Read" and recommend its approval by the Board. It is a two-year grant for \$100,000 (the full amount available).

MOTION: P. Read moved that the Board approve submission of the LSTA Grant "Real Guys Read" and that L. Lundgren, Vice-President, be authorized to sign the application. P. Spohr seconded. Unanimous.

NEXT Services Committee MEETING: Wednesday, April 11th at 3:30 PM

Automated Services Committee

Report by P. Ritter, Chair. He noted that the Minutes from the February meeting had been distributed and asked if there were any questions. No questions.

NEXT ASC MEETING: Tuesday, April 24th at 9:00 AM

IV. TRUSTEE REPORTS

- **C. Blanchard (Sand Lake)** reported that in 2007, the Sand Lake Library is celebrating twenty years of service. There will be a variety of functions and programs throughout the year. In the Fall, William Kennedy will be a program speaker and a room in the library (yet to be determined) will be named in his honor.
- **M. Molgard (Berne)** reported that this past weekend, the Berne library trustees toured a vacant restaurant building in Berne to see if it had the potential to be converted into a library. They decided that it was too large and would require too much renovation work.
- **L. Lundgren (Poestenkill)** reported that the Poestenkill library received an anonymous \$500 donation to the Endowment Fund in honor of two of the library trustees. The library has been slowly building this fund and the donation was a great boost.
- **P. Read (Bethlehem)** reported that the Bethlehem Library's partnership with a Senior Services Program was given an award and will be the subject of a TV documentary.

V. NOMINATING COMMITTEE FOR TRUSTEES

P. Ritter reported that the following positions will need to be considered by the Committee:

- E. Apostol is eligible for another five-year term if the Albany Public Library Board wishes to appoint her to fill that position.
- L. Lundgren is eligible for her first five-year term.
- a representative from the Directors Association. The Association will submit a name to the Nominating Committee.

J. Reilly volunteered to serve as Chair of the Nominating Committee. M. Muller volunteered Suzanne Benson (Troy trustee) to serve on the Committee and P. Read will ask for a volunteer from the Bethlehem Board. The Committee will report at the May Board meeting.

MOTION: C. Blanchard moved to adjourn. H. Zwahlen seconded. Unanimous. Meeting adjourned at 5:57 PM.

NEXT Board MEETING: Wednesday, April 11th at 4:30 PM

Heidi A. Fuge
3/15/07

UPPER HUDSON LIBRARY SYSTEM
EXECUTIVE DIRECTOR'S REPORT
For February 2007

March 14, 2007

Annual Reports – All of the reports for the member libraries, including the UHLS report, were submitted by February 28th.

NYLA Lobby Day – UHLS will participate again this year in the annual Lobby Day at the NYS Legislature on **Tuesday, March 13th**. The day will begin during 8:30-9:30 a.m. with a complimentary breakfast for legislators and staff, NYLA Leaders, Legislative Committee members, and other early bird arrivals in **Meeting Room 6, Concourse Level of the Empire State Plaza**. READ photographs will be taken of legislators. **Rally and Speeches** will be held during 11:30 a.m.-12 Noon in the **Well of the Legislative Office Building** (near the elevators on the first floor) to show our support for increased library aid and to hear from scheduled speakers. We have made appointments with all of our local legislators during 9:30-11:30 a.m. and 1:00-3:30 p.m., and everyone is encouraged to attend all or any of the events during the day.

AquaBrowser Library Demonstration – A second demo of this new product was presented on February 22nd to UHLS member library staff. This product is a next-generation OPAC interface that integrates with our SirsiDynix library system. AquaBrowser Library improves search results by incorporating thesaurus and dictionary entries with metadata in our MARC records. It eliminates “nothing was found” results, enables patrons to get results using word associations, ranks results by relevance, and presents detailed search refinements based on any MARC tag. The Automated Services Committee is considering a proposal for the purchase of this product and plans to make a decision at its March 27th meeting.

Riverway Storytelling Festival 2007 – The schedule is set, and it's a full one and a good one! The basic events are the same, although this year we are hoping to have student and senior tellers “open” some of the concerts for the professionals. The website has been extensively updated with the terrific work of Joe Thornton. A new venue this year is the Bush Memorial Center at Russell Sage College. The Friends of Troy Public Library are sponsoring that performance, and Market Block Books as well as the Library will have the free tickets available to the public.

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Kids Cookin’ by the Book – We remain in a waiting period with the cooking grant projects. The cookbook is due shortly, and the promised airing of the cooking show is closer but not set. However, we did reach agreement with Time-Warner Cable to have library promos filmed for each of the seven libraries in the cooking grant. Although the grant officially ends in March, the filming and finishing will likely spill over into April and May.

Summer Reading Program Workshop – March 1st marked the sixth annual collaborative UHLS/MVLS/SALS Summer Reading Program planning workshop. We had 76 people attending, so it is clearly an annual “must-do” on many of our member library staff calendars. The workshop was held at the William K. Sanford Town Library in Colonie.

Philip W. Ritter
Executive Director