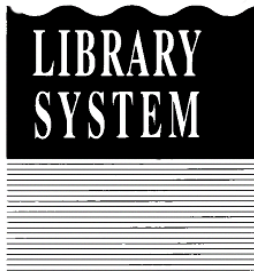


UPPER HUDSON



BOARD OF TRUSTEES

May 10, 2006

MINUTES

PRESENT: Erin Apostol, Rachel Baum, Cris Blanchard, Charles Diamond,, Brian Hartson, Lou Anne Lundgren, Mary Alice Molgard, Mary Muller, Lois Prenovost, Richard Young,
EXCUSED: Pat Spohr, Hawley Zwahlen
ABSENT: Jeffrey Cannell, James Reilly
UHLS STAFF: Philip Ritter, Heidi Fuge,
VISITOR: Michael Zovistoski (UHY Advisors)

4:34 PM Meeting called to order by C. Diamond, President

I. VISITORS/FINANCIAL REPORT

C. Diamond introduced Michael Zovistoski from UHY Advisors who gave a summary of the Financial Review for the year ending December 31, 2005. M. Zovistoski noted that the review "went like clockwork" due to the fine preparation work done by Joe Sherry and Heidi Fuge. He summarized the Financial Report submitted to the Board of Trustees and noted that there were no major changes in 2005. It was the first full year without a tenant in the former DEA space, and this did not materially affect the finances of the organization. The only major item of note was a decrease in net assets and this is simply due to asset depreciation which is a non-cash expense. He summarized his report by noting that it was a stable year and the organization is in a healthy financial position.

II. MINUTES

MOTION: E. Apostol moved acceptance of the Minutes of the April 13, 2006 Board meeting. M. Muller seconded. Unanimous.

III. STAFF REPORT

P. Ritter explained the State funding situation and noted the following:

- \$2.7 million in census funding has been appropriated to bring the libraries up to the 2000 census. The population in the UHLS service area has been fairly stable and the increased funds will only total \$4,534. The State will notify UHLS as to how the money will be distributed.
- \$14 million in a one-time appropriation for library construction. UHLS will have \$441,390 available. Construction funds are a 50/50 match. At this time, no one knows what will be the grant requirements since the funds will be distributed through the State Dormitory Authority. P. Ritter has alerted the libraries to this allocation and has suggested that they gather all of the information that they would normally put together for a construction grant application. He also alerted them to the fact that they will have to be ready to begin their project within 90 days of notification of funding.
- \$3 million in a one-time appropriation for Library Systems. UHLS will receive \$51,716.

He reminded the Board members about the Trustee Training Workshop, at the Clarion Hotel, that UHLS will sponsor on September 21st and asked them to alert their local boards to put this

date on their calendars. The Program is being developed at the request of the Directors Association. Jim Farrell, formerly a consultant with the Division of Library Development, has been contacted as the workshop presenter.

The Riverway Storytelling Festival programs were well-attended. P. Ritter will have a more complete report at the August Board meeting. He noted that Mary Fellows, following completion of the Festival, was now more fully involved in her LSTA Kids Cookin' grant and was currently working with Time Warner cable on the Kids Cookin' show.

IV. TREASURER'S REPORT

M. Molgard reviewed the April Report. She noted the quarterly UHLAN fees in the income statement.

MOTION: L. Lundgren moved acceptance of the April Treasurer's Report. R. Young seconded. Unanimous.

V. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She reviewed the April Purchase Journal and reported that the Finance Committee approved the April Purchase Journal and Payroll totaling \$100,650.61.

NEXT MEETING: Wednesday, August 9, 2006 at 4:30 PM

Services Committee

Report by E. Apostol, Chair. She reviewed the changes being requested in the terms for the Coordinated Outreach Advisory Council members.

MOTION: E. Apostol moved that the terms for the Coordinated Outreach Advisory Council members should be changed from the calendar year terms to July 1 to June 30 terms and the terms of the current members should be extended to match the new terms. L. Lundgren seconded. Unanimous.

MOTION: E. Apostol moved that the following three people be appointed to the Coordinated Outreach Advisory Council for terms running July 1, 2006 to June 30, 2009: Deborah Canzano, Kathleen Grady and Karen Weeden. M. Muller seconded. Unanimous.

NEXT MEETING: Wednesday, August 9, 2006 at 3:30 PM if needed

Administration Committee

No meeting. No report.

NEXT MEETING: Monday, August 7, 2006 at 4:00 PM if needed

Automated Services Committee

Minutes of the April meeting were distributed with the Board packet. No questions.

VI. TRUSTEE REPORTS

B. Hartson reported that the **Guilderland** Board of Trustees had a very successful six-hour training session with Jim Farrell and Dick Panz. They were recommended by P. Ritter. Jim Farrell was formerly an employee with the Division of Library Development, he is now retired and works as a consultant to libraries and their Boards. Dick Panz is a retired Library System Director from Rochester.

M. Molgard reported that the **Berne** Library Board of Trustees will be participating in a Community Forum with the Town Board and the general public to discuss the new building and its uses. The Library Board has reluctantly agreed to accept the site that the Town has given them and are hoping to break ground for the new library by the beginning of September. The Friends of the Library have been a very dynamic force in gaining public support for the library's plans.

E. Aspostol reported that the **Albany** Public Library has made significant progress in obtaining property for a new Delaware Avenue Branch and is considering Branch libraries in the Arbor Hill/West Hill area and in the Pine Bush area. These Branches are part of the Facilities Planning Committee's Long Range Plan. The APL Board has created a new Public Action Committee to publicize the library and inform the public about major fundraising initiatives. She also reported that the Bookmobile has been very successful.

C. Diamond reported that the **Watervliet** Board is thrilled with Ginger Hewitt, the new library director. There is a new vitality in the library and the Friends of the Library have been re-activated. He noted that having Ethel LaPier from the Albany Public Library as an interim Director was a great help and allowed the Board to take their time and carefully review the director candidates.

R. Baum reported that the **Bethlehem** Board is involved in a Planning for Results project and has also demolished two houses that they have purchased in order to give the library growing room. The local Fire Department used one of the houses for training practice and the other one was used to train Search and Rescue dogs to work in debris.

VII. APPOINTMENT OF NOMINATING COMMITTEE FOR BOARD OFFICERS

C. Diamond appointed the following to the Nominating Committee for Board Officers:

E. Apostol, Chair; M. Muller; C. Blanchard. The Nominating Committee will report at the August 9th Board meeting.

P. Ritter reviewed the terms of the current officers:

C. Diamond is eligible for one more term as President

L. Lundgren is eligible for one more term as Vice-President

M. Molgard is eligible for one more term as Treasurer

J. Cannell has served three consecutive terms as Secretary and is not eligible for another term. R. Baum volunteered for the Secretary position.

MOTION: R. Baum moved to adjourn. L. Lundgren seconded. Meeting adjourned at 5:45 PM.

Heidi A. Fuge

5/11/06

**UPPER HUDSON LIBRARY SYSTEM
EXECUTIVE DIRECTOR'S REPORT
For April 2006**

May 10, 2006

State Funding – The State Legislature approved a budget with \$2.7 million for Census funding with the hold-harmless provision, \$3 million for library systems statewide, and \$14 million for public library construction. The Governor did **NOT** veto these items. Although this budget has not yet received final approval, this additional funding for libraries should remain in the State budget when it is approved. While the amounts have not been finalized, it is anticipated that the UHLS member libraries will receive an **ESTIMATED** total of **\$4,534** from the \$2.7 million for Census funding and an **ESTIMATED \$441,390** from the \$14 million for public library construction (one-time). UHLS will receive an **ESTIMATED \$51,716** from the \$3 million for library systems (one-time).

System's Annual Report – Only one question was received from the Division of Library Development regarding this year's report, and that was just a clarification on some of the funds in the income section. There were no errors or corrections. The member libraries' reports are still being reviewed.

Trustee Training – The UHLS Management Team and three representatives from the UHLS Directors Association met on April 19th to begin the planning of a workshop for UHLS member library trustees. While much planning still needs to be done, we have determined that the date/time/place will be on **Thursday, September 21st, from 4:00 p.m. until 8:00 p.m. at the Clarion Hotel** on Watervliet Ave. Ext. in Albany (just around the corner from the UHLS offices). We are negotiating with **James Farrell** to be the speaker with the content still to be determined. All trustees are encouraged to reserve this date and time on their calendars so that they will be able to attend.

Crossing the Chasm Workshop – This half-day workshop on April 24th was sponsored by CDLC and dealt with emerging technologies and their application to libraries. Three UHLS staff attended (Jo-Ann Benedetti, Rob Carle, and Heidi Fuge) as well as staff from several member libraries.

Writing Effective News Releases – This workshop, arranged by Mary Fellows and Jo-Ann Benedetti, was held at UHLS on April 27th and was attended by 15 representatives from UHLS member libraries. Participants found it to be extremely helpful and motivating.

Philip W. Ritter
Executive Director