



SERVICES COMMITTEE

October 10, 2007

PRESENT: Erin Apostol, Robert Jaquay, LouAnne Lundgren, Mary Muller, Lois Prenovost, Philip Ritter, Heidi Fuge

ABSENT: Michael Borges

I. PROGRAM AND VOLUNTEER AWARD GUIDELINES

Committee members reviewed the revised format for the Guidelines. R. Jaquay noted that the libraries making nominations for the Program Award must realize that the Award is not for an ongoing library service; the nominated program must have a specific beginning and ending date.

MOTION: R. Jaquay moved to accept the Guidelines for both Awards as presented. M. Muller seconded. Unanimous.

II. ARTS GRANT APPLICATIONS

P. Ritter noted that the grants submitted to the Arts Center of the Capital Region and the Frederick McDonald Trust were both related to the 2008 Riverway Storytelling Festival.

MOTION: M. Muller moved to recommend that the Board approve the grant applications. R. Jaquay seconded. Unanimous.

III. OUTREACH MINI-GRANT GUIDELINES AND APPLICATION

E. Apostol explained that the Outreach Advisory Council developed the expanded Guidelines and application form. There is also a detailed timeline for developing and presenting the Mini-grant applications to UHLS. The timeline has been developed to make it more convenient for the libraries to submit their grant applications. She noted that Jo-Ann Benedetti has offered to conduct a workshop for the libraries to help them in writing their grant applications. Consensus to recommend Board approval of the Mini-grant Guidelines and application.

IV. PROPOSED CONTRACT WITH VELOCITY EXPRESS

P. Ritter reviewed the contract. This is a three-year contract with pricing held at the contract rates for the term of the contract. He pointed out that the major change in the contract involved the additional cost per stop for 11 or more totes/bags. He noted that at this time, we have a very reliable contact with the company and the warehouse process has been streamlined. Since this is a cooperative project with the Southern Adirondack Library System, the Mohawk Valley Library System and the Capital District Library Council, all organizations will be presenting the same contract to their Boards. Consensus to recommend Board approval of the Contract.

(Over)

V. OTHER BUSINESS

P. Ritter reported that UHLS has been approved for another Big Read grant from the National Endowment for the Arts for \$20,000. We have also learned that the Standish Family Fund will grant monies for Big Read programs. J. Benedetti submitted a pre-application questionnaire to the Fund to see if UHLS is eligible for grant funds and if so, would like to submit an application to them. Consensus to recommend Board approval of a grant application to the Standish Family Fund.

Heidi A. Fuge
10/10/07