



**BOARD OF TRUSTEES MEETING
October 8, 2003**

PRESENT: Erin Apostol, Jeffrey Cannell, Charles Diamond, Philip Erlich, Lou Anne Lundgren, Mary Alice Molgard, Paula Read, Mary Ellen Schroder

EXCUSED: George O'Connor, Lois Prenovost, James Reilly, Hawley Zwahlen

ABSENT: Robert Ganz, Lynne Strnad

UHLS Staff: Philip Ritter, Heidi Fuge

4:35 PM meeting called to order by P. Erlich.

I. MINUTES

MOTION: C. Diamond moved to accept the Minutes of the September 10, 2003 meeting as presented. J. Cannell second. Unanimous.

II. EXECUTIVE DIRECTOR'S REPORT

P. Ritter highlighted features in his written report:

- Manager of Automation Services- three candidates were selected for interviews. The Search Committee will be meeting on October 14th to discuss the results of the interviews and make a recommendation to him.
- "Who Hates" grant - P. Ritter distributed handouts listing the presentations being given as part of this grant. Rachel Baum, the Manager overseeing this grant, has received calls from several reporters interested in information.
 - ? M. Molgard noted that she was involved in a video project, taping interviews with Anton Segore and re-tracing his steps during the Holocaust and his escapes from several concentration camps. Her finished project will be aired publicly in early November.
- Summer Reading Program - P. Ritter distributed a hand-out with statistics on attendance in this program. He noted that there was a significant increase in enrollment in 2003.

III. TREASURER'S REPORT

MOTION: J. Cannell moved to accept the Treasurer's Report for the period ending September 30, 2003. C. Diamond second. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by J. Cannell, he noted the following:

- The September Purchase Journal and Payroll, totaling \$117,198.93 were reviewed and signed.

- There will be a public hearing on the 2004 budget at 4:00 PM on October 23rd at UHLS. The budget will be mailed to UHLS Trustees in the November packet for consideration at the November 12th Board meeting. Any Trustees with questions on the budget should direct them to the Finance Committee members.

NEXT Finance MEETING: Wednesday, November 12th at 4:00 PM

Administration Committee

Report by P. Read, she reviewed the Minutes from the Committee's October 6, 2003 meeting and noted the following:

- **CIPA**
the Committee discussed the implications of UHLS' compliance/non-compliance with the Childrens Internet Protection Act (CIPA). She noted that there are no children or other at-risk public populations working at 28 Essex St. and that due to the nature of the work conducted, staff should have full access to the internet.

P. Ritter noted that the erate funds, which are tied to CIPA, were conceived as a school library program, rather than a public library program. He is philosophically opposed to internet filtering in public libraries. If UHLS chooses non-compliance, the erate funds associated with internet access will be discontinued but the erate funds for telecom. costs will continue to be provided.

J. Cannell noted that the member libraries are looking to UHLS for leadership on this issue.

MOTION: P. Read moved the UHLS should go on record as choosing non-compliance with the CIPA regulations. Lou Anne Lundgren second. Unanimous.

- **UHLS Annual Dinner**
the Committee discussed various options for sites for the June 9, 2004 Annual Dinner meeting. They decided that the Albany Country Club would be acceptable if space at Emma Willard School was not available or suitable. (H. Fuge reported that she contacted Emma Willard School and they were not able to offer the necessary amount of space.)

NEXT Administration MEETING: To be determined. Committee will not meet in November.

Automated Services Committee

The Minutes of the September meeting were mailed to the Trustees. P. Ritter asked if there were any questions? He noted that in early November, the 7.3 version of Horizon would be activated. It is currently being tested by UHLS staff and member library staff and so far has proved acceptable.

NEXT Automated Services MEETING: Tuesday, November 25, 2003 at 9:00 AM at UHLS

Services Committee

No meeting. No report.

NEXT Services MEETING: Wednesday, November 12th at 3:30 PM

V. OTHER BUSINESS

P. Erlich asked M. Molgard to contact L. Strnad and find out if she would be continuing on the UHLS Board of Trustees. She has missed four meetings in a row.

5:05 PM M. Molgard moved to adjourn. E. Apostol second. Unanimous.

NEXT Board MEETING: Wednesday, November 12th at 4:30 PM

Heidi A. Fuge
10/9/03

Draft

UPPER HUDSON LIBRARY SYSTEM EXECUTIVE DIRECTOR'S REPORT For September 2003

October 8, 2003

Automation System – The upgrade for Horizon 7.3 and iPac 2.1 began on September 24, and the testing process will last for several weeks before we go live with this new version of the automation system. A second T1 line has been installed and tested, and the tentative cutover date is October 6.

Manager of Automation Services – The review of 43 applications began on September 16, and telephone interviews were conducted with the top three candidates on September 25. On site interviews will be conducted during October 2-9, and a decision will be made by mid-October.

Regional Courier Service – The four library systems in the Capital Region have agreed to cooperate on a study of the feasibility of implementing a regional courier service among the libraries within the ten counties served by the Capital District Library Council, Upper Hudson Library System, Mohawk Valley Library System, and Southern Adirondack Library System.

New York Library Association Annual Conference – This library conference will be held during November 5-8, 2003. Since the conference will be in Saratoga Springs, UHLS offered to pay the full registration fees of a representative from each of its member libraries in order to encourage attendance. Nineteen individuals took advantage of this offer, and this ensures that UHLS will have excellent representation at this year's annual conference.

Who Hates and What to Do About It – This discussion forum series, funded by the New York Council for the Humanities, has been scheduled during New York State Humanities Month. There will be twelve programs at six UHLS member libraries from October 10 through October 27, 2003.

Philip W. Ritter
Executive Director