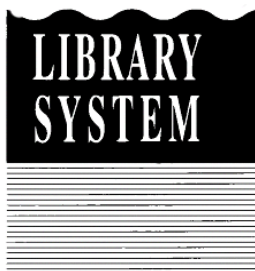




BOARD OF TRUSTEES October 12, 2005 MINUTES



PRESENT: Erin Apostol, Cris Blanchard, Jeffrey Cannell, Charles Diamond, Brian Hartson, Lou Anne Lundgren, Mary Alice Molgard, Mary Muller, Lois Prenovost, Hawley Zwahlen
EXCUSED: Rachel Baum, Anne Evans, James Reilly, Pat Spohr
UHLS STAFF: Philip Ritter, Heidi Fuge

4:36 PM Meeting called to order by C. Diamond, President

I. MINUTES

MOTION: E. Apostol moved to accept the September 14, 2005 Minutes as presented. C. Blanchard seconded. Unanimous.

II. UHLS STAFF REPORT

P. Ritter reported the following:

- the New York Library Association (NYLA) Annual Conference will be held at the end of October. Jo-Ann Benedetti and Mary Fellows will be representing UHLS at the Conference.
- P. Ritter will be on vacation October 27, 28, 31.
- the 2006 Schedule for Board and Committee meetings was mailed to Board members.

J. Cannell reported that he will be presenting a workshop at the Conference.

III. TREASURER'S REPORT

Report by M. Molgard. She noted that UHLS is currently in the black and we have received the Outreach Aid. She explained that the Jail Grant contains funds that the State gives UHLS to purchase materials for the Albany and Rensselaer County Jails.

MOTION: L. Lundgren moved acceptance of the September 2005 Treasurer's Report. L. Prenovost seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance

Report by M. Molgard, Chair. She noted that the Committee reviewed and accepted the September Purchase and Payroll totaling \$93,250.51.

The 2006 Proposed Budget was placed on the Intranet and comments were solicited. No comments have been received. A Public Hearing will be held on Monday, October 17th at 4:00 PM. The Committee is satisfied with the budget and will be recommending its acceptance by

the Board at the November meeting.

NEXT Finance Committee MEETING: Wednesday, November 9th at 4:00 PM.

Services

Report by E. Apostol, Chair. She noted that the Nassau Library withdrew its grant application and therefore the funds were re-distributed among the other applicants.

MOTION: E. Apostol moved acceptance of the following priority order and grant amounts:

Valley Falls	\$7,207
Altamont	\$3,603
Petersburgh	\$3,603
Nassau	\$3,603
Rensselaerville	\$3,603
Albany	\$3,603
Bethlehem	\$3,603

B. Hartson seconded. Unanimous.

E. Apostol introduced the Variance Requests from Stephentown and Brunswick. She noted that both libraries are moving forward in meeting the State Minimum Standards.

MOTION: E. Apostol moved acceptance of the Variance Requests and authorized their submission to the Division of Library Development. L. Lundgren seconded. Unanimous.

Automated Services

Report by P. Ritter, Chair. He noted that the Minutes of the September meeting had been mailed to the Board members and asked if there were any questions.

C. Blanchard asked for an explanation of the Rensselaer Library situation addressed in the Minutes. P. Ritter explained that since the Rensselaer Library does not yet circulate on the automation system, any materials that are loaned to that library are listed as “non-requestable” while they are at that library since their status while they are at Rensselaer is unknown.

NEXT Automated Services Committee MEETING: Tuesday, November 22nd at 9:00 AM.

V. TRUSTEE REPORTS

BRUNSWICK: L. Prenovost reported that the Town has offered the Town Building to the Brunswick library when the Town offices are moved to their new building. The Library Board has accepted the offer but realizes that there is a lot of work that needs to be done on the building. In addition, the recycling depot will have to be moved so that the space can be used for parking.

ALBANY: J. Cannell reported that November 7th is the tentative date for opening a new Branch of the Albany library in North Albany. The Bookmobile is ready to go and will be used for visits to Community Centers, Daycare sites, at the Capital during lunch hour and in parades.

WATERVLIET: C. Diamond reported that they are continuing their search for a Director. He noted that J. Cannell has offered staffing assistance from Albany in the interim.

SAND LAKE: C. Blanchard reported that they held a successful Wine & Cheese Reception to benefit the library. She also noted that she visited the new library in Seattle, Washington and was very impressed with it.

BERNE: M. Molgard reported that the Library's budget was presented to the Town Board. The Town Supervisor informed her that the library will be receiving \$5,000 at year end for the purchase of new computers.

MOTION: C. Blanchard moved to adjourn. M. Molgard seconded. Unanimous.
Meeting adjourned at 5:15 PM.

NEXT Board MEETING: Wednesday, November 9th at 4:30 PM.

Heidi A. Fuge
10/13/05

UPPER HUDSON LIBRARY SYSTEM

EXECUTIVE DIRECTOR'S REPORT For August-September 2005

October 12, 2005

Authority Control – We have electronically submitted our bibliographic database to LTI for authority control processing. There were 480,000+ records, and it will take about four weeks for LTI to process them. This is a major event and something that the member libraries have been eagerly anticipating.

Time Warner – On September 22, we switched from AT&T to Time Warner for all Internet access. The change will give us more bandwidth at a lower cost and was transparent to our member libraries and patrons. Time Warner will also provide our telephone service.

OverDrive, Inc./ Digital Library Reserve, Inc. – Following the approval of the Central Library Advisory Council, we signed an agreement to provide for the downloading of digital books by all of the users in our System. They have begun work on integrating their software with our automation system, and we are in daily discussion with them on specifications and setup. A committee has been formed to make the initial collection development decisions. We are receiving \$7,500 worth of digital content as part of our agreement, and the Albany Public Library has agreed to use a portion of the Central Library Development Grant to purchase an additional \$20,000 of content. We anticipate “going live” with this new service on January 1, 2006.

Courier Service – We met on September 26, with CD&L to discuss several aspects of the delivery service that need improvement, and we impressed upon them the necessity of keeping us informed of changes within their company that affect our service. CD&L added a 5% fuel surcharge as of September 5, because of the increased cost of gasoline. This was acceptable under the terms of our contract. We will have another meeting in October to discuss the pricing of our agreement since the first year of our contract expires at the end of December 2005.

Member Item for Courier Service – Senator Farley has given \$10,000 each to UHLS, SALS, MVLS, and CDLC to be used towards the cooperative courier service. We will be using a portion of this money to purchase both lightweight nylon bags to transport DVDs, CDs, Videos, and more delivery bins.

(Continued)

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Riverway Storytelling Festival – The Bethlehem Public Library and their Friends group are our newest partners for this annual event. We will hold a Sunday afternoon Festival finale performance at Bethlehem on Sunday, May 7, 2006, sponsored by the Friends group. The Friends of the Albany Public Library have again signed on as sponsors for the Festival. All of the Saturday, May 6, daytime events will take place at the Albany Main Library. Planning for the Festival, including a possible senior storytelling component, is in full swing.

Philip W. Ritter
Executive Director