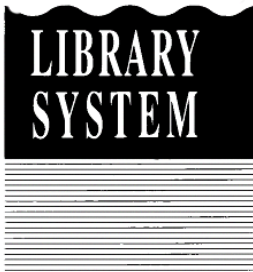




BOARD OF TRUSTEES April 13, 2006 MINUTES



PRESENT: Erin Apostol, Cris Blanchard, Brian Hartson, Lou Anne Lundgren, Mary Alice Molgard, Mary Muller, Lois Prenovost, Pat Spohr, Richard Young, Hawley Zwahlen

EXCUSED: Rachel Baum, Jeffrey Cannell, Charles Diamond, James Reilly

UHLS STAFF: Philip Ritter, Heidi Fuge, Mary Fellows

4:32 PM Meeting called to order by L. Lundgren, Vice-President

I. VISITORS

R. Young, from Hoosick Falls, was welcomed as a new trustee representing small libraries in Rensselaer County. He signed the Trustees Oath of Office and was formally appointed to the Board and the Finance Committee by L. Lundgren. He will be completing Anne Evans' term which expires in 2009.

M. Fellows was welcomed to the meeting.

II. MINUTES

MOTION: E. Apostol moved to accept the March 8, 2006 Minutes as presented. B. Hartson seconded. Unanimous.

III. UHLS STAFF REPORT

P. Ritter commended M. Fellows for her work on the Riverway Storytelling Festival and noted that UHLS received the Sense of Place Award for the Festival.

M. Fellows spoke about the upcoming Festival. She noted the new logo, designed by Ruekert Advertising. There will be 26 events in 7 days; 24 of those events will take place in various member libraries. She noted the Outreach mini-grant which provided funding to the William K. Sanford Town Library for professional storytellers to train a group of nine "elder" tellers. These elder tellers will, possibly, perform at the Festival. The budget for the 2006 Festival is \$66,000; some of that was raised in cash, the rest is in-kind materials and accommodations. She encouraged the Trustees to attend the Festival and offered them free tickets. E. Apostol asked if t-shirts would be available again this year? M. Fellows said that they would be.

P. Ritter supplemented his written report with the following information:

- there was an excellent response to Lobby Day this year and the legislators have proposed an additional \$20 million package for libraries.
- information on the Internet Unveiled Workshop was included in the Board packet. P. Ritter explained that it is a two-hour workshop conducted by e-Tapestry, a software vendor. The workshop presenter will discuss various charitable and philanthropic

funding resources.

- a draft of the UHLS Five Year Plan of Service has been sent to the Directors. He suggested that any Board member wishing to review the Plan should contact their local library director. The Final Draft of the Plan will be presented to the Board at the August meeting.
- Board members should have received a brochure mailed to them from the New York State Association of Library Board (NYSALB) with information about the upcoming Trustee Institute. Jo-Ann Benedetti will be giving one of the presentations at the Institute.

IV. TREASURER'S REPORT

M. Molgard presented the report for March 2006. She noted that it was fairly standard for this time of year, with expenses exceeding income.

MOTION: L. Lundgren moved to accept the February 2006 Treasurer's Report. E. Apostol seconded. Unanimous.

V. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She noted that the Finance Committee discussed the following:

- reviewed and approved the March Purchase Journal and Payroll totaling \$102,672.02
- the Financial Review was completed in two days and the auditors will present their report at the May Board meeting.

NEXT FINANCE COMMITTEE MEETING: Wednesday, May 10th at 4:00 PM

Administration Committee

M. Muller reported that the Administration Committee met to review the Trustee of the Year nominations and decided not to give an Award for 2005 because neither of the nominations met the eligibility criteria. She also reported that the building has been shown to at least one potential tenant.

NEXT ADMINISTRATION COMMITTEE MEETING: Monday, May 8th at 4:00 PM

Services Committee

Report by E. Apostol, Chair. The Committee reviewed the nominations for the Library Program of the Year Award. There were three submissions, all from urban/suburban libraries. The Committee decided to make two awards - to the Guilderland Public Library for their "Consumer Health @ Guilderland," and to the Albany Public Library for their Bookmobile.

The Committee discussed the Central Library grant application. It is a routine application that includes the Central Book Aid (CBA) funds. The Central Library certified that the 2005 CBA funds have all been spent as budgeted.

MOTION: E. Apostol moved that the Board accept the Central Library grant

application and approve its submission to the State. M. Muller seconded. Unanimous.

The Committee reviewed the LSTA Summer Reading Program grant application for \$6,000. The funds will be used to purchase books to be given away as prizes at the end of the Program.

MOTION: E. Apostol moved that the Board approve submission of the LSTA Summer Reading Program grant application. B. Hartson seconded. Unanimous.

The Committee reviewed the Gates Foundation Grant Phase II for \$9,021. The funds will be used to pay a portion of the salary of the UHLS Trainer while he develops and undertakes a program to train frontline library staff on how to help patrons use the public access computers. UHLS must make a 50% match for the grant which will be done through the salary of the Trainer.

MOTION: E. Apostol moved that the Board approve submission of the Gates Foundation Grant Phase II. C. Blanchard seconded. Unanimous.

NEXT SERVICES COMMITTEE MEETING: Wednesday, May 10th at 3:30 PM

Automated Services Committee

Written report distributed. P. Ritter noted that the most important point in the written report is the patron database clean-up. This clean-up will purge all patron records with no activity in the last three years. The purge will take place in April and will be an ongoing process.

NEXT ASC MEETING: Tuesday, May 23rd at 9:00 AM

Nominating Committee

R. Baum's written report was distributed noting that M. Molgard and B. Hartson have each agreed to stand for another term on the Board. Elections will take place at the Annual Meeting in June.

VI. TRUSTEE REPORTS

M. Molgard reported that the property originally set aside for the **BERNE** library is in a floodplain. However, another desirable property has recently become available and the owner is willing to sell it to the library. Now the Town Board has to be convinced to purchase the property.

B. Hartson reported that on April 22nd, the **GUILDERLAND** trustees will take part in a 6-hour training program with Jim Farrell.

E. Apostol reported that the **ALBANY** budget will go up for public vote in May, along with the School Board budget. The library is asking for a minimal tax increase of \$5 per \$100,000 of assessed valuation. This will look small in comparison to the increase being proposed in the

school budget. She also reported the Gregory McGuire, a local author and playwright will give a lecture at the library on April 25th. On May 5th and 6th, the Annual Trustee Institute, sponsored by NYSALB, will be held in Albany. She noted that she will be resigning from the NYSALB Board and so there will be a vacancy for a trustee from the Capital District. That Trustee will be needed to help with the quarterly newsletter and the annual Trustee Institute. She suggested that Board members look at APL's new user-friendly website and online databases.

VII. NEW BUSINESS

Nominating Committee for Board Officers - appointment of this committee was tabled until the May meeting pending more information on the terms of the current officers. The Committee will report its results at the August Board meeting.

MOTION: E. Apostol moved to adjourn. H. Zwahlen seconded. Unanimous. Meeting adjourned at 5:25 PM.

NEXT Board MEETING - Wednesday, May 10th at 4:30 PM

Heidi A. Fuge
4/13/06

UPPER HUDSON LIBRARY SYSTEM EXECUTIVE DIRECTOR'S REPORT For March 2006

April 12, 2006

NYLA Lobby Day – About 30 UHLS-area supporters attended on March 14th to speak up for funding for public libraries and public library systems. A special thanks is extended to those hardy souls who spent part or all of that day meeting with our Senators and Assemblymen. The State Legislature recently 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 library construction. However, the Governor has threatened to veto it because of extra spending in excess of his proposed budget.

Riverway Storytelling Festival – The Albany Visitors Center, Historic Albany Foundation, and Historic Cherry Hill have presented our Riverway Storytelling Festival with the ***Sense of Place*** award. This award, in its fourth year, honors the Festival's role in preserving and interpreting the features that make the City of Albany so special. Since we did not seek the award, it is doubly nice to receive it.

Kids Cookin' by the Book – This LSTA grant is ending its first year with the majority of the member libraries involved having success with their projects. Plans for the cooking show have been waiting on Time Warner Cable, and a meeting was held in late March that moved the project along.

Time Warner Cable – The UHLS partnership with TWC, first on the Riverway Storytelling Festival and now on the cooking show, has resulted in another benefit. TWC has a partnership with a local farm that provides “edutainment.” TWC chose UHLS to be the organization that benefits from that partnership this year. We are working out the details of how that will happen.

Booktalking – The **Youth Services Advisory Council** meeting on March 17th was a two-hour training on the skill of booktalking. Each of the demonstrations by the six presenters was followed by a time for participants to practice that particular booktalking skill with a partner. Attendees found the training very valuable.

The Internet Unveiled – The Newest Tools & Website Trends for Relationship Building: Your e-Philanthropy Toolkit – UHLS has joined with the Capital District Library Council to co-sponsor this program from **9:00 a.m. to 11:00 a.m. on Wednesday, May 3, 2006**, in our Meeting Room. The presenter, **Chris Painchaud**, Regional Account Executive, has been bringing fundraising solutions to nonprofits with **eTapestry** since 2001. Any Trustee who is interested in improving the fundraising efforts of a local public library should be interested in this presentation.

UHLS Five Year Library System Plan of Service (January 1, 2007 – December 31, 2011) – The UHLS staff has completed the initial draft of the proposed Plan of Service and will be reviewing and revising it with the various Advisory Councils and Committees during the next two months. It will be presented to the UHLS Directors Association in June 2006 for a final review before it is presented to the UHLS Services Committee and Board of Trustees in August 2006. It must be approved by the Board at the September meeting and submitted to the Division of Library Development by **October 1, 2006**.

Philip W. Ritter
Executive Director