UHLS BOARD OF TRUSTEES
January 10, 2007
MINUTES

PRESENT: Erin Apostol, Cris Blanchard, Jeffrey Cannell, Charles Diamond, Brian Hartson, LouAnne Lundgren,Mary Alice Molgard, Mary Muller, Lois Prenovost, Paula Read, James Reilly, Pat Spohr
ABSENT: Richard Young, Hawley Zwahlen
UHLS STAFF: Philip Ritter, Heidi Fuge

4:30 PM - meeting called to order by C. Diamond, Chair

I. MINUTES

MOTION: J. Reilly moved acceptance of the December 13, 2006 Minutes. E. Apostol seconded. Unanimous.

II. EXECUTIVE DIRECTOR'S REPORT

P. Ritter reported the following:

- the Division of Library Development (DLD) has suggested some minor revisions to Section 4 of the UHLS Plan of Service.
- SirsiDynix, the vendor for the UHLS automation system, has been purchased by Vista Equity Partners. It is not known, at this time, what impact this will have on the company and on UHLS.
- the renovation work on the building will be done on schedule and the new tenant, New York State Coalition Against Sexual Assault (NYSCASA), will begin moving in during the week of January 22nd. In the lease negotiations there were two substantial changes - the per square foot rate was increased to cover the anticipated increases in utilities costs, and UHLS allowed NYSCASA to continue with their current insurance levels.

    MOTION: J. Reilly moved to authorize the President to sign the lease in its current final form. J. Cannell seconded. Unanimous.

- the Construction grants were submitted to DLD on time. Grace Kelly, the DLD staff member responsible for reviewing the grants, has informed him that she has a lot of questions about the grants and has already contacted several of the libraries. He noted that UHLS is now out of the decision-making loop and the decisions will all be made by DLD. DLD will be notifying libraries regarding the grants in the beginning of February. He assured the Board that there were enough applications to keep the money within the UHLS libraries. M. Molgard asked about the role of the Dormitory Authority following grant acceptance. P. Ritter said that their role is unknown at this time.

- John McEneny is not available to be a Speaker at the Annual Meeting in June. The Administration Committee selected Mike Randall, a Mark Twain impersonator, as their second choice. His fee would be $2,500 plus hotel accommodations.

Discussion followed. H. Fuge suggested that the Annual Meeting could be done without an outside speaker and instead would be a celebration of the accomplishments of the member libraries: the libraries receiving the Program Awards would be given time to talk about their Program and the same would apply to the Trustee Awards. It was decided to wait until the February meeting to make a final decision on the speaker for the meeting. This would allow time for the UHLS Trustees to speak with their respective Boards and poll them on the following:

- Why do they go to the UHLS Annual dinner meeting?
- Why do others not attend the dinner meeting?
- What would be an incentive to get trustees to attend the dinner meeting?

J. Reilly initially made a motion to contract with Mike Randall as speaker. M. Muller seconded the motion. Following discussion, the motion was withdrawn.

MOTION: B. Hartson moved to delay the decision until the February Board meeting in order to allow the Trustees to poll their respective Board regarding the Annual Dinner meeting. E. Apostol seconded. Unanimous.

III. TREASURER'S REPORT

Report presented by M. Molgard. She noted that the Treasurer's Report was not yet in its final year-end form and there are still some accounting changes that need to be made to reverse accruals put in by the auditors.

MOTION: C. Blanchard moved acceptance of the December 2006 Treasurer's Report. J. Cannell seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She reviewed the December 2006 Purchase Journal noting that the expenditures were normal for the month.

M. Molgard noted that the Finance Committee reviewed the request to approve an additional $6,800 for painting the ceilings in the renovated space. These funds would initially be paid from Building Maintenance account with the understanding that if the funds were needed later during the year they would be reimbursed from the Building account.

MOTION: E. Apostol moved acceptance of the request for an additional $6,800 for painting in the renovated space. These funds could be reimbursed from the Building Account if needed. J. Reilly seconded. Unanimous.

NEXT Finance MEETING: Wednesday, February 14th at 4:00 PM

Administration Committee
No meeting, no report.

NEXT Administration MEETING: Monday, February 12th at 4:00 PM

Services Committee
Report by E. Apostol, Chair. She reviewed the mini-grant recommendations from the Outreach Advisory Council and explained the target populations for whom these grants were intended. P. Ritter noted that the Council members are from outside the library community and represent various segments of the target populations.

E. Apostol congratulated Jo-Ann Benedetti on the improvement in the quality of the grant applications; Jo-Ann held workshops on grant writing and has assisted member libraries in improving their grant writing skills.

The recommended grant amounts were as follows:

Albany	$ 650	Petersburgh	$1,000
Altamont	$1,103	Rensselaer	$ 875
Brunswick	$ 575	Rensselaerville	$1,190
Colonie	Not funded	Sand Lake	Not funded
E. Greenbush	$1,200	Troy	$1,150
Guilderland	$ 750	Watervliet	$1,200
Poestenkill	$ 870		

> **MOTION:** B. Hartson moved to accept the mini-grant recommendations from the Outreach Advisory Council and the Services Committee. P. Read seconded. Unanimous.

E. Apostol reviewed the LSTA grant application titled "Keeping the Best, Re-inventing the Rest: Customer Services in the 21st Century." The grant amount ($15,000) and the topic (Customer Service) were pre-determined by DLD. The grant was developed by J. Benedetti with extensive input from the UHLS Directors Association.

> **MOTION:** L. Lundgren moved to authorize the President to sign the application for the LSTA grant "Keeping the Best, Re-inventing the Rest." M. Muller seconded. Unanimous.

E. Apostol reviewed the grant application being submitted to the Hudson River Bank and Trust Foundation for $2,500. These funds would be used to purchase five sound systems to be used during the Riverway Storytelling Festival.

> **MOTION:** J. Reilly moved to authorize the President to sign the grant application to the Hudson River Bank and Trust Foundation. L. Prenovost seconded. Unanimous.

E. Apostol reviewed the LSTA grant application being submitted to the State for $6,000 for Summer Reading Club give-away materials.

> **MOTION:** B. Hartson moved to authorize the President to sign the LSTA Summer Reading grant application. M. Molgard seconded. Unanimous.

NEXT Services MEETING: Wednesday, February 14th at 3:30 PM

Automated Services Committee
No meeting in December. No report.

V. TRUSTEE REPORTS
J. Cannell (**Albany**) reported that on February 6, 2007, the library will hold a $29.1 million referendum vote. The funds would be used to renovate and/or rebuild the Main Library and the Branches.

L. Lundgrean (**Poestenkill**) reported that the library was given $500 by County Legislator Brian Zweig who donated his 2007 pay increase to worthy organizations.

C. Diamond (**Watervliet**) reported that on February 2, 2007, the library will hold a fundraising dinner at the Watervliet Elks Club.

> **MOTION:** J. Reilly moved to adjourn. B. Hartson seconded. Unanimous.
> Meeting adjourned at 6:00 PM.

Heidi A. Fuge
1/12/07

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

January 10, 2007

Kids Cookin' by the Book – Much of the past month has been spent readying for publication the cookbook that is part of the Kids Cookin' by the Book LSTA grant. Kids from 16 libraries submitted 157 recipes, most of them for sweets! Recipes from the cooking show are included in the book as well. The latest word is that our show will air on Time Warner Cable channel 1009 in early to mid-January.

Arts Grants – **Altamont Free Library** received a grant for **$1,828** from **The Arts Center of the Capital Region** to bring performers **Brian Mellick** and **Marni Gillard** into libraries to work the tweens. **Upper Hudson Library System** also received an arts grant in support of **Riverway Storytelling Festival** for **$3,328**.

(Hip) Hop on Pop: A Teen Services Workshop – Forty-two people (12 from UHLS libraries) attended this joint, daylong UHLS/MVLS/SALS workshop in Saratoga on December 6, and left up-to-date on books, program ideas, and awards for teen books. Project Runway, Silent Scavenger Hunt, and Food Fear Factor (think dried octopus and cold Spam – not for the faint-of-heart librarian or the newly carpeted library) were three of the clever program ideas shared by speaker **Kimberly Bolan**.

Iroquois Indian Museum – As Chairman of the Membership Committee of the Capital District Library Council, I visited this museum on December 4th in Howes Cave, New York, with the other members of the committee. This museum has a small research collection of books and materials related to the history of the Iroquois Indians. They applied for affiliate membership in CDLC in order to receive guidance and assistance in cataloging and making available their collection. It is a real pleasure to be able to assist in bringing such organizations into our library community and in helping to give our public libraries and their users access to such important information.

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Philip W. Ritter
Executive Director