



UHLS BOARD OF TRUSTEES
April 11, 2007
MINUTES

PRESENT: Erin Apostol, Cris Blanchard, Charles Diamond , Brian Hartson, LouAnne Lundgren, Mary Alice Molgard, Mary Muller, Nancy Pieri, Paula Read, Pat Spohr,

EXCUSED: Lois Prenovost, James Reilly, Richard Young, Hawley Zwahlen

UHLS STAFF: Philip Ritter, Mary Fellows, Heidi Fuge

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

C. Diamond welcomed M. Fellows and N. Pieri. He noted that N. Pieri will be finishing the term of Jeffrey Cannell which expires in June 2007. She will then be eligible for election to her first five-year term.

MOTION: M. Molgard moved to appoint N. Pieri to finish J. Cannell's term. E. Apostol seconded. Unanimous.

I. OATH OF OFFICE

C. Diamond administered the Oath of Office to N. Pieri. He appointed her to the Finance Committee. He then appointed Barbara Nichols Randall to the Administration Committee to fill the vacancy left by N. Pieri.

II. MINUTES

MOTION: E. Apostol moved acceptance of the March 14, 2007 Minutes. P. Spohr seconded. Unanimous.

III. EXECUTIVE DIRECTOR'S REPORT

P. Ritter noted that his report had been mailed to the Board members and asked if there were any questions. He then introduced M. Fellows, UHLS Manager of Youth and Family Services, to give a report on her current projects:

- Kids Cookin' By the Book: this was an \$83,000, two-year LSTA grant project involving seven libraries. There were two major projects developed as part of this grant - a Cooking television program developed in cooperation with Time Warner and a cookbook. The television program involved just the seven libraries who participated in the full grant; participation in the cookbook was open to all UHLS member libraries. M. Fellows showed several segments of the television program and gave the Board members a CD with the full program, and a cookbook.
- Riverway Storytelling Festival: this is the 5th year for this Festival. M. Fellows noted that this year, due to sponsorship from Library Friends Groups, all of the concerts will be free. There will also be several programs at Senior Centers. Her goals for the future are to continue to embed this Festival in the local libraries, to continue to offer free concerts, and to develop more

partnerships with the public schools.

IV. TREASURER'S REPORT

Report by M. Molgard. She noted that the financial situation is normal for this time of year.

MOTION: L. Lundgren moved to accept the March Treasurer's Report. B. Hartson seconded. Unanimous.

V. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She reviewed the March Purchase Journal and reported that the annual Financial Review had been completed and the reviewers would give their report at the May 9th Board meeting.

NEXT Finance Committee meeting: Wednesday, May 9th at 4:00 PM

Administration Committee

Report by M. Muller. She reported that the Committee discussed the options offered by the Asian Arts Group in the draft Letter of Intent to lease.

MOTION: M. Muller moved to accept the Administration Committee's recommendation to delete Option B and accept Option A in the Letter of Intent. Option A offers a \$10.00 per square foot lease amount for a five year lease and UHLS would undertake renovation work on the space that would consist of removing two rooms, adding two rooms and one closet and carpeting the entire space. C. Blanchard seconded. Unanimous.

M. Muller reported that the Committee had received an estimate of \$6,500 to put in guard rails along the outside of the parking lot on the east side of the building to more clearly delineate the property boundary.

MOTION: M. Molgard moved to approve the expenditure of the \$6,500 for the guard rails. L. Lundgren seconded. Unanimous.

M. Muller reported that the Committee reviewed the Trustee of the Year nominations and selected two award recipients: David Brown (Albany) and Frances Hamblin (Nassau).

Services Committee

Report by E. Apostol, Chair. She reported that the Committee reviewed the nominations for the Advocate, Volunteer and Program Awards and made the following selections:

Advocate - Dennis Gaffney (Albany)

Program - Guilderland (urban/suburban) and Castleton (rural)

Volunteer - Maggie Oldendorf (Guilderland) and Tanner Williamson (Hoosick Falls)

E. Apostol noted that this will be the first time that a Volunteer of the Year Award has been given.

C. Blanchard raised a concern that the Trustee of the Year and the Advocate of the Year are going to people from the same library and appeared to have been involved in similar projects. P. Ritter noted that they were involved in projects at different levels. Dennis Gaffney worked mainly with his local Branch library while David Brown was involved on a larger scale.

Discussion regarding the Award criteria. E. Apostol noted that the quality of the nominations had improved and that the quality of the nomination including the supplemental material does, in a way, affect the response of the committee members.

Consensus to hold a joint meeting of the Services and Administration Committees to discuss the criteria for the 2007 awards. All Board members are welcome to attend.

The joint Committee meeting will be held on May 9th at 3:00 PM

Automated Services Committee

Report by P. Ritter, Chair. He noted that the primary work of the ASC at its last meeting was an extensive discussion of the AquaBrowser software. The Committee was not yet ready to make a decision regarding the purchase of the software but is anticipating doing so within the next three months.

L. Lundgren asked for an explanation of TechAtlas. P. Ritter responded that it is a software program used to determine the status of the public service computers in the libraries who are eligible for funding from the Gates Foundation. The software determines if the computers are in need of upgrading.

Next ASC meeting: Tuesday, May 22nd at 9:00 AM

Nominating Committee

P. Ritter noted that both L. Lundgren and N. Pieri have agreed to fill their positions so the only position under consideration is the representative from the Albany Public Library. E. Apostol will seek to obtain the approval from the APL Board for her continuation on the UHLS Board.

VI. TRUSTEE REPORTS

M. Molgard (BERNE) - reported that the Library Board finally received permission from the town to have the town-owned land surveyed for library use.

E. Apostol (ALBANY) - reported that APLM is working to procure a bond for the

construction work. The library is working with the Dormitory Authority of the State of New York (DASNY). DASNY will review the proposals from architects, narrow down the acceptable ones and will then present the Albany Board with a selection of proposals. N. Pieri asked if any of the requirements for the new buildings included energy savings (green building) measures? E. Apostol did not think that those requirements were included.

E. Apostol also reported that Tim Burke is acting Interim Director and Patrice Holman is acting Deputy Director.

MOTION: M. Molgard moved to adjourn the meeting. L. Lundgren seconded. Unanimous. Meeting adjourned at 5:37 PM.

NEXT Board meeting: Wednesday, May 9th at 4:30 PM

Heidi A. Fuge
4/12/07

UPPER HUDSON LIBRARY SYSTEM EXECUTIVE DIRECTOR'S REPORT

For March 2007

April 11, 2007

Summer Reading Program Workshop – March 1st marked the sixth annual collaborative UHLS/MVLS/SALS Summer Reading Program planning workshop. A total of 73 people attended, leaving with a multiplicity of ideas to implement the reading program in their local libraries. The workshop was held this year at the **William K. Sanford Town Library** and garnered very positive reviews.

NYLA Lobby Day – UHLS participated this year in the annual Lobby Day at the NYS Legislature on **Tuesday, March 13th**. The day began with a breakfast for legislators and staff, NYLA Leaders, Legislative Committee members, and other early bird arrivals in Meeting Room 6, Concourse Level of the Empire State Plaza. **READ photographs** were taken of legislators, and we met with several of our local legislators during this time. A rally and speeches were held during 11:30 a.m.-12 Noon in the Well of the Legislative Office Building to show our support for increased library aid and to hear from scheduled speakers. We had appointments with all of our local legislators during 9:30-11:30 a.m. and 1:00-4:30 p.m., during which 30 UHLS representatives met with all of our Assemblymen and Senators or members of their staff.

Kids Cookin' by the Book – This LSTA cooking grant is coming to a successful conclusion! The cookbook and the cooking shows have been completed. Libraries, schools, and the participants will have copies of the seven-show, six and-a-half hour television program series. Airing begins in April, with each library's show airing four times during its week. After the first airing, each show will go to "Cable on Demand," where anyone with Time Warner Cable can download it. Libraries are hosting cooking show release parties to celebrate their accomplishments. Leftover money is allowing us to fund a 3-5 minute promo for each of the seven libraries involved in the grant. Those will be filmed in April or May, aired on Time Warner Cable, and available for the libraries to use.

Riverway Storytelling Festival 2007 – Riverway Storytelling Festival's 2007 will be held during April 23rd–29th. Featured tellers will mix styles and ethnic backgrounds that reflect our populations. They are **Len Cabral, Queen Nur, Antonio Rocha, The Storycrafters, and Fran Yardley**. Additionally, we have six local professional storytellers, middle school student tellers from Berne-Knox Westerlo and Maple Hill Middle School (Schodack), and two elder storytellers from the William K. Sanford Town Library's Outreach Mini-grant from last year.

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Weekday/night library performances take a slightly new turn this year. At the recommendation of the librarians, we gave member library hosts the option of having a family performance or an outreach performance for seniors at a local senior center. Of our six weekday/night performances, two are family and four are outreach senior performances. A new venue for us this year is the **Bush Memorial Center at Russell Sage College. Friends of Troy Public Library** is sponsoring that performance, and a partnership with **Market Block Books** will mean that free tickets are available there to the public, as well as at the Troy Public Library.

Keeping the Best, Reinventing the Rest: Customer Service in the 21st Century –

This \$15,000 LSTA grant was approved, and we plan to have nine workshops between April 1, 2007 and March 31, 2008. **Michael Stephens** will present the first workshop, **Library 2.0: Becoming a User-Centered Library**, on **May 17th–18th**. He will present the workshop on Thursday in Clifton Park and on Friday at the **William K. Sanford Town Library**. The topics covered will be **Web 2.0, blogs, wikis, RSS feeds, and social computing**. This is a UHLS joint venture with MVLS, SALS, and CDLC, and we already have over 100 librarians signed up (61 at Clifton Park and 45 at Colonie).

The Big Read – The posters are done and look very nice. Photographs were taken of over 70 people reading *Their Eyes Were Watching God*, and the photographer edited them to include the logo in the background. After they are printed, we will display them in libraries and businesses. We are also working with **Lange Media** to obtain advertising on 50 city buses during the month of May. The planned bus trip to Harlem is already more than half full. A special web page is being prepared, and the URL will be www.uhls.org/bigread. It should be up no later than mid-April and will link right off of the UHLS web page. It will have information about the book, the author, a calendar of events, and a blog so that others can share their thoughts about the book. **Barbara York**, a local graphic artist is creating a printed calendar. We will have 5,000 brochures prepared to pass around in the community. We are also working with the *Times Union* to have a **Big Read Calendar** published as a full-page ad. Book club materials are being cataloged and put into "book club bags" that will hold ten copies of the book, one copy of the book on CD, one copy of the movie, ten readers guides, and one biography of Zora Neale Hurston.

Philip W. Ritter
Executive Director