

This meeting was held in the large Meeting Room. Information for discussion was projected on the screen rather than distributed as paper handouts as an experiment in decreasing the amount of paper.

**Board of Trustees**  
**November 10, 2010**

PRESENT: Erin Apostol, Yolanda Caldwell, William Colgan, Philip Erlich, Ronald Ginsburg, Brian Hartson, LouAnne Lundgren, Mary Alice Molgard, Nancy Pieri, James Reilly  
EXCUSED: Janet Ivory, Anne Kuthy, Mary Muller, Celeste Steinke  
UHLS Staff: Tim Burke, Heidi Fuge, Mary Fellows

4:33 PM – Meeting called to order by L. Lundgren at the request of M. Muller

**I. MINUTES**

**MOTION:** P. Erlich moved acceptance of the October 13, 2010 Minutes. J. Reilly seconded. Unanimous.

**II. UHLS STAFF REPORT**

Report by T. Burke. He added the following to the written report sent to the Board:

- **M. Muller:** was not able to attend the Board meeting because she was representing UHLS and the Troy Library at a public hearing on the Rensselaer County Budget. The next hearing will be held on November 22<sup>nd</sup> for legislators to respond to the proposed budget. T. Burke sent letters to all of the Rensselaer County legislators asking for re-consideration of the elimination of funds for the public libraries.
- **Castleton Library:** The search for a Library Director is ongoing. The Search Committee has received twelve applications so far. UHLS will provide support and information to the Search Committee as they go forward with the selection process.
- **NYLA Conference:** five UHLS staff members attended the NYLA Annual Conference in Saratoga Springs. The Conference will again be held in Saratoga in 2011 and 2012. T. Burke, R. Carle and M. Fellows were all active at the conference either in presenting programs or participating in panel discussions.
- **PULISDO:** T. Burke attended the PULISDO meeting at the NYLA Conference. There are several new System Directors. Staff members from the Division of Library Development also attended this meeting.

Report by M. Fellows, Manager of Youth and Family Services. She gave some background information on Diane Riganti (the staff member who works most closely with M. Fellows) and herself. Diane has worked at UHLS for over twenty-five years and Mary has worked at UHLS for almost ten years. She noted that her goal is to help the libraries provide “amazing life-changing services” for children and teens. She pointed out that only seven of the member libraries have staff members solely devoted to Youth Services. The other libraries rely on UHLS to assist with Youth Services support and program ideas. She holds monthly (except for July and August) meetings of the Youth Services Advisory Council and offers a variety of

incentives to encourage staff from the libraries to attend these meetings. These incentives include free review copies of recently published books, discussion groups relating to either small or large library concerns, teen services discussion groups and technology “tune-ups” presented by the UHLS Automation Department. She also collaborates in programming with the Mohawk Valley Library System - especially with workshops related to the Summer Reading Program or teen programs such as “Boys and Comics.”

M. Fellows oversees the non-print portion of the Rotating Collections including CDs, DVDs, etc. Recently UHLS started purchasing items in Blu-Ray and MP3 formats for these Collections.

T. Burke noted that in his visits to the member libraries, one of the universal comments that he has received are accolades for M. Fellows and the Youth Services support received from UHLS. In addition, the Division of Library Development has praised the “Inclusiveness Challenge” grants that M. Fellows developed using the Summer Reading Program LSTA grant funds as a model program.

### III. TREASURER’S REPORT

Report by M. Molgard. She reviewed the report for the months ending October 31, 2010. She noted that there was very little income, however UHLS did receive the annual e-rate rebate.

**MOTION:** E. Apostol moved acceptance of the October Treasurer’s Report. J. Reilly seconded. Unanimous.

### IV. COMMITTEE REPORTS

#### Finance Committee

Report by M. Molgard, Chair. She reported that the Committee reviewed and approved the October Purchase Journal and Payroll totaling \$109,958.62. She noted the following expenditures:

• Kingston USB sticks (bulk purchase for libraries)	\$ 1,746.50
• 1 <sup>st</sup> payment snowplow contract	\$ 2,200.00
• Storytellers fees for grant project	\$ 2,097.50
• SONY Reader	\$ 497.98
• iPad and case	\$ 538.00
• iPod	\$ 179.99
• Deposit for 2011 annual dinner	\$ 1,230.00

M. Molgard reported on the public hearing for the 2011 Proposed Budget which was held on October 27<sup>th</sup>. The only people in attendance were UHLS staff and some members of the Finance Committee. T. Burke noted that he received very little feedback from the member libraries regarding the proposed budget after it was posted on the UHLS website. The Finance Committee recommends acceptance of the budget as presented.

**MOTION:** P. Erlich moved acceptance of the proposed 2011 Budget. E. Apostol seconded. Unanimous.

M. Molgard reported that the Finance Committee met with representatives from Key Bank and NBT Bank. Key Bank is no longer under consideration. Committee members were favorably impressed with NBT but also decided to interview two more banks. On Friday, November 12<sup>th</sup>, they will meet with representatives from TD Bank and Berkshire Bank and will soon have a recommendation for the Board.

**NEXT Finance Committee MEETING: Wednesday, December 8<sup>th</sup> at 4:00 PM**

Administration Committee

No meeting. No report

Services Committee

No meeting. No report.

Automated Services Committee

No meeting in October. Next meeting: November 19<sup>th</sup> at 9:00 AM.

**V. TRUSTEE REPORTS**

- **E. Apostol:** Albany Public Library's Delaware Branch recently received a NYLA/PLS Award for the best renovated building project in NYS for 2010.
- **M. Molgard:** Berne Library will be participating in the village's annual Christmas Parade, in conjunction with the Historical Society. The Halloween Program, also in cooperation with the Historical Society, was a great success.
- **L. Lundgren:** Poestenkill Library will be holding its 10<sup>th</sup> Annual Holiday lights campaign, with lights, candlelights, and lighted wreaths. The Friends Group will supply the library with LED lights in order to minimize the electric bill. This has always been a very good fundraiser.
- **R. Ginsburg:** Altamont Library raised over \$975 in a recent Bake Sale.
- **Y. Caldwell:** Bethlehem Library is hosting the national Lincoln Bicentennial traveling Exhibit. On the Library's website, there is a list of impressive programs that will be held at the Library, in conjunction with this exhibit.
- **W. Colgan:** East Greenbush Library raised over \$14,000 at the Fall Book Sale. So many books have been donated for the Book Sales that the Library had to build a new shed in which to store them.

**MOTION:** N. Pieri moved to adjourn. E. Apostol seconded. Unanimous. Meeting adjourned at 5:20 PM.

Heidi A. Fuge  
11/11/10