



**Board of Trustees**  
**April 13, 2011**

PRESENT: Erin Apostol, Yolanda Caldwell, William Colgan, Philip Erlich, Ronald Ginsburg, Brian Hartson, Anne Kuthy, LouAnne Lundgren, Mary Alice Molgard, Nancy Pieri, Celeste Steinke

EXCUSED: Janet Ivory, James Reilly, Mary Muller

UHLS Staff: Tim Burke, Heidi Fuge

4:48 PM – Meeting called to order by W. Colgan, Vice-President

**I. MINUTES**

**MOTION:** P. Erlich moved acceptance of the March 9, 2011 Minutes. L. Lundgren seconded. Unanimous.

**II. UHLS STAFF REPORT**

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

- **STATE FUNDS:** there will be a further 6.45% cut in State funds for 2011 as a result of the recently-approved State budget. However, the good news is that this is better than the projected 10% cut. Supplementary Aid has now been made permanent and will be used when figuring our operating budget. The Governor is not anticipating any further cuts in aid for 2012.
- **CENSUS FIGURES:** the new census figures will be available to legislators when they plan the 2012 budget and this will probably have an effect on some of the aid payments.
- **CONSTRUCTION GRANTS:** the 2010 Construction grant applications are still under review at the State. In order to make the application process easier, the forms for the next round will be available online. The \$14 million aid package was not affected by the budget cuts. NYLA is working to persuade the State to make the finance portion of the application 25% (library funding) and 75% (state funding) rather than the current 50%/50%, but there is no change in the match requirement for 2011.
- **RIVERWAY:** The Storytelling Festival was very popular and successful again this year. Attendance was very similar to that of last year.

**UHLAN FEES:** T. Burke gave a PowerPoint presentation outlining the new projected formula for determining the libraries' UHLAN fees in the future. He suggested that the Board regard this as a service fee for being a member and participating in the System. It goes beyond just the automation system. He noted that in developing the new formula, he wanted to re-think the approach without unreasonably burdening the libraries. All of the statistics used in the new formula will be taken from the State Annual Report since those are the official statistics

that have been approved by the Boards of the member libraries. Most libraries will see a 7.5% increase in their UHLAN fees from 2010 to 2011. The new fee schedule will be available by March 1<sup>st</sup> in following years because we have to wait for the annual report statistics.

He noted that there were several adjustments that he used when determining the new formula:

1. No library will pay less than a 2% increase for the first year - 2012
2. No library will pay less than in prior years
3. The maximum increase any library will see would be 15%
4. There is a 5% discount on the fee for being a net lender

N. Pieri noted that she thought the overall increases were too small and was not sure that they would provide adequate support to the System. She said that it is time for the libraries to step up and take more responsibility for expenses.

W. Colgan asked about the process for developing the new UHLAN contract. T. Burke noted that it is a two-pronged process: first he developed the fee schedule, next he will work on the contract component. He would like to simplify the contract and have it finished by the end of the summer.

### **III. TREASURER'S REPORT**

Report by M. Molgard. She noted that all of the 2010 grant funds have finally been received - this constituted almost \$600,000 including the Central Library Aid. She pointed out that the Reserve Accounts on the Treasurer's report showed zero amounts. As these accounts matured, the funds were temporarily placed in the operating checking so that they could be more easily moved in the Reserve Accounts being established at NBT Bank.

#### **MOTION:**

L. Lundgren moved to accept the March Treasurer's Report. E. Apostol seconded. Unanimous.

### **IV. COMMITTEE REPORTS**

#### Finance Committee

Report by M. Molgard, Chair. She noted that the Committee reviewed and approved the March Purchase Journal and payroll totaling \$523,742.40.

Discussion regarding the presentation by the representatives from NBT Bank. Consensus that the closing costs should be paid from operating funds rather than included in the financed amount. Discussion regarding the loan term. There would be a savings of approximately \$34,000 if the five-year term was selected at the 5.61% interest rate (as of this date). It was felt that due to the instability of the State funding, it might be better to take the short term, lower rate which might allow for some funds to be put aside to use with a potentially higher rate when a new loan is negotiated after the five years.

**MOTION:** E. Apostol moved that the Board should negotiate the new mortgage at the five-year term and should pay for the closing costs up-front. L. Lundgren seconded. Unanimous.

T. Burke noted that the next step in this process is to have our attorney review the Term Sheet Proposal and following his review and any amendments, M. Muller would sign the Proposal as Board President. The Bank would then work on developing a mortgage document.

#### Administration Committee

Report by P. Erlich in the absence of the Chair. He reported that the Committee selected two recipients for the Trustee of the Year Award: Julie Dessloch from the RCS Library and Tobi Freebern from Rensselaer.

**MOTION:** M. Molgard moved to accept the report from the Administration Committee. C. Steinke seconded. Unanimous.

#### Services Committee

Report by E. Apostol, Chair. She reported that the Committee made their selections for Program of the Year and Volunteer of the Year. The urban/suburban program award will be presented to the Albany Public Library and the rural program award will be presented to the Berne Library. The Volunteer Awards will be presented to the Friends of the Poestenkill Library and to Matthew Graff (Berne).

**MOTION:** C. Steinke moved to accept the report from the Services Committee. A. Kuthy seconded. Unanimous.

#### Automated Services Committee

T. Burke, Chair, asked if there were any questions on the March 18<sup>th</sup> minutes.

### **V. NEW BUSINESS**

W. Colgan appointed J. Reilly as Chair of the Nominating Committee for UHLS Trustees. There are currently two trustees whose terms are expiring and they are both eligible for second terms: MaryAlice Molgard and Brian Hartson.

### **VI. TRUSTEE REPORTS**

- C. Steinke (RCS): the library now has a Fundraising Committee. The Board, as a whole, was not as successful as they wanted to be in raising funds and felt that a separate Committee devoted solely to that purpose might have better success.
- E. Apostol (APL): the Board is going for a large increase in aid from the taxpayers. On an individual homeowner basis, the increase is not all that much. The increase is needed in order to cover expenses associated with

- increased operating and staff costs associated with the new Branches.
- A. Kuthy (COLN): there was a political disagreement over the residence of the library director but she expects that the Town Board will pass a waiver that will allow the Director to live outside the Town boundaries. The Library's Friends Group has re-activated and has become extremely helpful in raising funds to purchase new furniture and other items.
- Y. Caldwell (BETH): the Library Director, Nancy Pieri, will be retiring as of the end of April. While the Board conducts a Director Search, Geoffrey Kirkpatrick will serve as the Interim Director. N. Pieri conducted successful contract negotiations with the unionized staff.
- B. Hartson (GUIL): the library is continuing to pursue prospective expansion plans.
- L. Lundgrean (POES): the annual Spring Market Day and Open House will be held on April 30<sup>th</sup>. This has always been a major fundraiser for the library.
- R. Ginsburg (ALTM): the annual Book Sale will be held on May 7<sup>th</sup>.
- W. Colgan (EGRN): the library received a \$260,000 NYSERDA grant to install a solar array.

**MOTION:** R. Ginsburg moved to adjourn. P. Erlich seconded. Unanimous. Meeting adjourned at 5:58 PM.

**NEXT MEETING: Wednesday, May 11<sup>th</sup> at 4:30 PM**

Heidi A. Fuge  
4/18/11