

**Board of Trustees  
November 9, 2011**

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

4:30 PM – Meeting called to order by M. Muller, President

**I. MINUTES**

**MOTION:** J. Reilly moved acceptance of the October 12, 2011 Minutes. E. Apostol seconded. Unanimous.

**II. UHLS STAFF REPORT**

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

- **NYLA Re-Cap:** this was one of the best NYLA conferences in recent years. It was well attended and offered quality programs including a session on the Impact on libraries of the new Tax Cap legislation. The presenters were Albany attorneys who are very familiar with the library world. It was an excellent program. He also attended a session with Dr. John King, the NYS Commissioner of Education who really seems to believe in libraries, is familiar with them and has a BETH library card. The Regents 20/20 Vision presentation was interesting and he noted that M. Muller is on that Committee.

Jo-Ann Benedetti and Mary Fellows presented a workshop on Weeding in the last program slot on Saturday morning. There was an astounding attendance of 85 people. All of the program evaluations were excited and very positive. Their presentation was excellent.

E. Butrico presented a program on Conflict Management. It was also well received and attended.

M. Muller noted that in talking with participants at the Empire Friends Group, she learned that the Friends of the Clifton Park library give a special handout to everyone who signs up for a library card. The handout contains information about the library's Friends Group as well as information regarding tax funding of the library.

- **Leadership and Management Section (LAMS):** T. Burke is the current President of the NYLA Committee and is therefore also on the NYLA Council. His term lasts for one year and then he will be an emeritus committee member for another year.
- **Assembly Hearing.** On November 29<sup>th</sup>, the State Assembly will hold public hearings on library funding. T. Burke will be in contact with NYLA which is coordinating the libraries' presentations. He will keep the UHLS Board posted and will let people know about the UHLS role in the hearings.

- **In-person tax cap program:** T. Burke is trying to arrange a training program on the tax-cap legislation that could be offered to the libraries, or groups of libraries, in the Capital District.
- **CORE program:** Well over half of the UHLS libraries have now been trained via this program by T. Burke and M. Fellows. They have been well received and the program is in ongoing development based on feedback from the participants.

### III. TREASURER'S REPORT

The October Treasurer's Report was presented by Finance Committee member W. Colgan in the absence of M. Molgard, Treasurer. He noted the following:

- The UHLS cash position was better in October of this year than in 2010.
- We have received approximately 80% of our total projected income.
- First Niagara has now been removed from our Reports since all of the accounts have been closed.
- We are waiting for the final 10% of the LLSA and LSSA State Aid payments.

**MOTION:** J. Reilly moved acceptance of the October 2011 Treasurer's report. W. Colgan seconded. Unanimous.

### IV. COMMITTEE REPORTS

#### Finance Committee

W. Colgan reported that the Committee reviewed the October Purchase Journal and Payroll totaling \$104,791.35 and authorized him to sign approval.

At the October Board meeting, the proposed 2012 Budget was distributed to the Board members, it was posted on the UHLS website for approximately six weeks, and a public hearing was held on October 20<sup>th</sup> which was attended by M. Molgard, T. Burke and H. Fuge. The Budget distributed to the Board is unchanged. W. Colgan asked if there were any questions or comments and hearing none, M. Muller asked for a motion to approve the 2012 UHLS Budget.

**MOTION:** E. Butrico moved to accept the 2012 UHLS Budget as presented. E. Apostol seconded. Unanimous.

W. Colgan noted that H. Fuge reported that the relationship with NBT Bank is very good. The Bank staff have been very helpful and accommodating.

#### Services Committee

Report by E. Apostol, Chair. She noted that the Committee reviewed the Budget that was developed by the Central Library Advisory Council for the 2012 Central Library Development Aid (CLDA). The budget was developed based on a more realistic aid figure than in the past. The principal change was to reduce the funds for staffing and increase the funds for purchasing e-content.

T. Burke noted that, as recently confirmed by the Division of Library Development, the CLDA funds are a System program and it is for the System (via the Advisory Council) to determine how the funds are to be spent.

**MOTION:** L. Lundgren moved to accept the proposed 2012 Central Library Development Aid Budget. R. Ginsburg seconded. Unanimous.

#### Administration Committee

No meeting. No report

Automated Services Committee

No meeting. No report.

**V. NEW BUSINESS**

Following discussion, it was decided that a December meeting of the Board of Trustees will not be necessary unless something unexpected should arise. Therefore, the next scheduled meeting of the Board of Trustees will be on **Wednesday, January 11<sup>th</sup> at 4:30 PM.**

**VI. TRUSTEE REPORTS**

J. Ivory: the Stephentown Library sponsored a session for small business owners in the their area. There was a surprising turnout of over 40 people, representing a variety of small businesses. The session was so popular that it will now be held at the library on a regular basis and the group have been given space on the library's bulletin board to post information regarding their businesses.

W. Colgan: the East Greenbush Library had a CORE training session with T. Burke and M. Fellows. It was terrific and he was very impressed with the quality of the training and the information presented.

E. Butrico: the East Greenbush Library will be closed on Friday, November 11<sup>th</sup> for their annual Staff Development Day.

Discussion regarding a Staff Development Day for the smaller libraries. J. Ivory noted that STEP has a very small staff and it would be more useful if they could attend sessions with a larger group. T. Burke reported that he has been considering creating a UHLS program that would provide a Staff Development Half-Day for neighboring libraries.

E. Apostol asked if there had been any news regarding the State Construction grants. T. Burke noted that there is a lengthy review process and we won't hear anything for another month or so, BUT he has been informed that IF there are additional funds allocated to us, then the System will be able to determine how they are re-allocated to the appropriate libraries.

**MOTION:**

E. Apostol moved to adjourn. L. Lundgren seconded. Unanimous. Meeting adjourned at 5:20 PM.

Heidi A. Fuge  
11/10/11