

**Board of Trustees
January 11, 2012**

PRESENT: Evelyn Butrico, William Colgan, Philip Erlich, Ron Ginsburg, Brian Hartson, Janet Ivory, Anne Kuthy, LouAnne Lundgren, Mary Alice Molgard, Mary Muller

EXCUSED: Erin Apostol, Yolanda Caldwell, James Reilly

ABSENT: Celeste Steinke

UHLS Staff: Tim Burke, Heidi Fuge

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

I. MINUTES

MOTION: L. Lundgren moved acceptance of the November 9, 2011 Minutes. E. Butrico seconded. Unanimous.

II. UHLS STAFF REPORT

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

- **WEBINARS:** webinars are becoming a popular method for continuing education programs and UHLS has been using them frequently. We purchase a group subscription to programs and then set up the large meeting room so that staff and trustees from the member libraries can attend here if they wish. There are several programs coming up: a three-session “Lean Libraries” presentation and also a presentation on the NYS Tax cap and how it affects libraries. Both of these webinars are provided through NYLA.
- **COMICS CONNECT GRANT:** this is a joint youth services project between UHLS and MVLS. M. Fellows has cooperated with her MVLS counterpart on many, very successful, projects in the last several years.
- **E-CONTENT CLASSES:** J. Benedetti has been teaching classes at the member libraries on ebooks, econtent and ereader devices. The programs are primarily to train the library staff so that they are comfortable with the devices and can better assist their patrons. However, she has also taught classes for library patrons. The classes have been very well-received and are popular.
- **SUNY CLASS:** T. Burke noted that he will be team-teaching a Public Libraries class at the University of Albany’s Library School on Wednesday nights. The lead instructor is Barbara Nichols Randall, Director at Guilderland. The other team instructor is Gail Sacco, Director at Voorheesville.
- **CAPITAL REGION SPELLING BEE:** T. Burke noted that UHLS is again one of the sponsors of the Bee and he is one of the judges. The competition will be held at Proctors on Tuesday, February 7th at 5:00 PM.
- **HORIZON UPGRADE:** T. Burke gave a heartfelt “THANK-YOU” to J. Thornton and the Automation staff for a quick, efficient and successful upgrade in December. The transition was almost seamless and the very few problems that arose were handled smoothly and quickly.

E. Butrico commented on the statistical page that T. Burke included as part of his legislative report. She noted UHLS has an impressive amount of accomplishments compared to MVLS and SALS.

M. Molgard noted that her Fire District has experience completing the NYS Comptroller's Report that is a requirement for the member libraries. She warned the Trustees that it is very complex and that they should be sure to keep a paper copy since there has been a glitch in the software and sometimes the submission doesn't go through.

III. TREASURER'S REPORT

Report by M. Molgard. She reviewed the November and December 2011 reports. She noted that we are still waiting for the final 10% of the LLSA and LSSA . She pointed out that UHLS ended 2011 in better financial position than 2010.

MOTION:

W. Colgan moved to approve the November and December 2011 Treasurer's Reports. L. Lundgren seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She noted that the Committee reviewed and approved the November and December 2011 Purchase Journals. The November Purchase Journal and Payroll totaled \$173,339.18 and the December Purchase Journal and Payroll totaled \$97,437.97. She noted that UHLS recently joined the New York Council of Non-Profits. This membership should result in some savings on insurance premiums and the costs associated with the Flexible Spending Account.

Next Committee meeting: Wednesday, February 8th at 4:00 PM

Administration Committee

No meeting. No report.

Next Committee meeting: Tuesday, February 7th at 4:00 PM

Services Committee

No meeting. No report.

Next Committee meeting: Wednesday, February 8th at 3:30 PM

V. TRUSTEE REPORTS

M. Muller: The Troy trustees recently decided to close the Sycaway Branch for budgetary reasons. The Lansingburgh Branch will remain open.

R. Ginsburg: The Altamont Library is making very good progress on preparing the Train Station. He displayed a set of photographs showing the work in progress - much of it being accomplished by volunteers.

M. Molgard: The Berne Library is holding an Open House on January 22nd from 2:00 PM - 4:00 PM. The Open House will honor the 50th year since the Library was chartered, and will also offer a pre-renovation look at the building that will become the new library.

W. Colgan: The East Greenbush trustees recently voted to put some restrictions on library use. The restrictions will go into effect on April 1st and are in line with the allowable provisions under 90.3 Free Direct Access Plan. The East Greenbush trustees decided to do this based on financial considerations and the fact that 43% of the East Greenbush circulation come from outside the funding area (East Greenbush and Schodack). The decision was made reluctantly but had to be done to prevent any further cuts in salaries and services. He noted that this is a way to ensure that the residents who paid taxes to fund the library get first dibs on the library's materials and programs. E. Butrico noted that the restrictions are in-building restrictions only and will restrict the use of new books, DVDs and program attendance to patrons within the chartered-to-serve area. The library will not make any changes to its normal interlibrary loan policies.

T. Burke noted that collaborative Library Systems are based on the understanding that libraries within that System will share resources but that the libraries have a primary responsibility toward the patrons who pay local taxes to fund the library.

L. Lundgren: The Poestenkill Library held its 11th Holiday Lights Campaign. This is the major fundraiser run by the Friends Group and was again very successful.

MOTION:

L. Lundgren moved to adjourn. E. Butrico seconded. Unanimous.

5:10 PM Meeting adjourned.

Next meeting: Wednesday, February 8th at 4:30 PM

Heidi A. Fuge
1/12/12