

**Board of Trustees  
February 8, 2012**

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

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

**I. MINUTES**

**MOTION:** E. Apostol moved acceptance of the January 11, 2012 Minutes. R. Ginsburg seconded. Unanimous.

**II. UHLS STAFF REPORT**

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

- **LIBRARY FUNDING:** the current flat funding (no increase/no decrease) for libraries is considered by many to be a good starting point for advocacy for the coming year. At the NYLA Legislative Committee there was discussion about what type of increase should be requested. NYLA's original plan was to advocate for libraries to receive funding increases equal to school aid which was a 4% increase. However, it appears that NYLA might push for a restoration to the 2010 funding levels which would represent a 6% increase.
- **LEGISLATIVE DAY SCHEDULE:** T. Burke handed out a draft schedule for Legislative Day on Tuesday, March 6<sup>th</sup>. He urged any Trustees to attend for whatever amount of time they could be available. He pointed out that he has scheduled simultaneous visits at 1:00 with Senators Breslin and MacDonald and would split the UHLS contingent to attend both meetings.
- **NYLA DIRECTOR RESIGNING:** Mike Borges, the Executive Director of NYLA has announced his resignation. He will be assuming a similar position for an organization of School District Business Managers. T. Burke is a member of the NYLA Council (Board) and will be part of the process in determining NYLA's future and its new Director.
- **CAPITAL REGION SPELLING BEE:** T. Burke and M. Fellows worked at the Spelling Bee, held at Proctors in Schenectady and lasting for six hours before a winner was determined. UHLS is a sponsor of the Bee.

**III. TREASURER'S REPORT**

R. Ginsburg presented the January Treasurer's Report. He noted that there hasn't been much activity yet and the organization is in a good financial situation.

**MOTION:** M. Molgard moved to approve the January 2012 Treasurer's Report. J. Reilly seconded. Unanimous.

**IV. COMMITTEE REPORTS**Finance Committee

Report by R. Ginsburg. He noted that the Finance Committee reviewed and approved the January 2012 Purchase Journal and Payroll totaling \$160,929.59.

He reported that the Committee reviewed and approved the 2011 Reconciled Budget and recommended Board approval. There were no questions about the Reconciled Budget.

**MOTION:** E. Apostol moved to approve the 2011 Reconciled Budget. L. Lundgren seconded. Unanimous.

Administration Committee

Report by P. Erlich. Committee members reviewed and amended the Guidelines for the Advocate of the Year Award and the Trustee of the Year Award.

Committee members discussed the options for the Annual Dinner meeting on June 13<sup>th</sup> and recommended that the Board approve the Albany Country Club with coffee and dessert to be offered at a special Open House for dinner-attendees at the new Altamont Library. He also reported that NBT Bank has offered a \$1500 sponsorship for the Dinner.

**MOTION:** J. Reilly moved to accept the recommendation from the Administration Committee. P. Erlich seconded. Unanimous.

Committee members reviewed the \$15,200 proposal for the upgrade of the HVAC system including the replacement of out-dated actuators and controllers. The Committee recommended Board acceptance of this proposal.

**MOTION:** Y. Caldwell moved to accept the recommendations from the Administration and Finance Committees regarding the HVAC upgrade and directed the UHLS staff to request a 3-year payment plan from TBS (the HVAC vendor). E. Apostol seconded. Unanimous.

Services Committee

Report by E. Apostol, Chair. Committee members reviewed and amended the Guidelines for the Program of the Year Award and the Volunteer of the Year Award.

She reported that T. Burke brought the Committee members up-to-date on the changes in the Construction Grant allocation process for the next round of grant applications. The Committee will have to make some decisions regarding the guidelines to be used when determining what libraries will qualify for the 75% match from the State. In the current year, unused funds from other Systems were re-allocated to UHLS and brought all of the projects, except APLM, up to the full 50% funding match.

Automated Services Committee

No meetings in January or February. Next meeting: Friday, March 2<sup>nd</sup>.

**V. OTHER BUSINESS**

P. Erlich mentioned that at the Administration Committee meeting there was discussion regarding possible themed-tours of the member libraries. UHLS could hire a small bus and the Trustees would visit several of the member libraries such as those that had been recently renovated. Several Trustees expressed enthusiastic support of this idea.

A. Kuthy noted that the COLN Director has, several times, expressed dismay about the five publishers who refuse to sell e-books to libraries. She asked if there was some way that legal action could be taken against those publishers. T. Burke responded that both the American Library Association (ALA) and NYLA have had discussions regarding possible action to take on this.

Discussion regarding the growing popularity of ebooks. T. Burke noted that at any one time, at least 80% of the ebook collection is checked out.

T. Burke noted that there have been discussions with OverDrive, our ebook vendor, regarding patron-driven acquisitions that would be donated to the libraries' collections. This is a complicated process and there is still a lot to be considered regarding this.

**VI. TRUSTEE REPORTS**

- L. Lundgren: Poestenkill has recently started a "Wagging Tails" Reading Program and it has become very popular. There is close collaboration with the public school and they have helped to publicize the program.
- R. Ginsburg: Altamont will be holding their annual Library Gala this coming Saturday and the tickets have already sold out.
- E. Apostol: Albany is offering a tax-help program at the Main Library to assist people in completing their tax forms. They are also offering a computer certificate education program that will be especially useful for job-seekers who need to prove their computer skills.
- M. Muller: Troy is collaborating with the Rensselaer County BOCES program to offer Adult Education classes at the library on week-days mornings. The Library has an Memo of Understanding with BOCES and would be willing to share a template of this Memo with any other libraries.
- M. Molgard: Berne recently held an Open House celebrating the anniversary of their Absolute Charter as well as offering people a chance to visit the new library building (not yet occupied). It was an extremely successful event with a great turnout including several local politicians. She thanked T. Burke for attending.

**MOTION:** M. Molgard moved to adjourn. P. Erlich seconded. Unanimous. Meeting adjourned at 5:20 PM.

Next Board meeting: Wednesday, March 14<sup>th</sup> at 4:30 PM.