

Board of Trustees
May 9, 2012

PRESENT: Erin Apostol, Evelyn Butrico, Yolanda Caldwell, Phil Erlich, Ron Ginsburg, Brian Hartson, Janet Ivory, LouAnne Lundgren, MaryAlice Molgard

EXCUSED: Mary Muller, James Reilly

ABSENT: Anne Kuthy, Celeste Steinke

UHLS Staff: Tim Burke, Heidi Fuge

VISITOR: Michael Zovistoski (UHY)

(Note: only 13 trustees following the resignation of William Colgan)

4:30 PM – Meeting called to order by L. Lundgren in the excused absence of M. Muller

I. MINUTES

MOTION: P Erlich moved to approve the April 11, 2012 Minutes.
E. Apostol seconded. Unanimous.

II. ANNUAL FINANCIAL REVIEW

M. Zovistoski presented the Annual Financial Review for the period ending December 31, 2011. He noted that this was a reviewed financial statement, not an audit. He thanked J. Sherry and H. Fuge for their excellent preparatory work and noted that the Board members can rely on the monthly financial information they receive from these staff members. He noted that H. Fuge proofs the financial information very carefully and that J. Sherry is a “wiz with numbers.”

There were no adjustments to the information prepared by J. Sherry and this is another indication of the reliability of the financial information presented by the staff.

M. Zovistoski noted that the review is a qualified review simply because UHLS has not hired an actuary to determine the post-retirement health care costs. It is not cost-effective for this organization to do so due to the small number of retirees and determining those costs is not required by any agency. T. Burke asked if that might change in the future and UHLS would be required to determine those costs? M. Zovistoski responded that UHLS will never be required to do that.

III. EXECUTIVE DIRECTOR’S REPORT

T. Burke added the following to his written report:

- UHLS PLAN OF SERVICE: the process has started and the focus groups were very successful. The results of the meetings are being synthesized and will be put into draft form by the beginning of June.
- MARY FELLOWS: has been awarded the Distinguished Service Award by the Hudson Mohawk Library Association.

- SUMMER READING PROGRAM: a statewide kick-off event will be held at the Bethlehem Public Library on May 10th. There will be NYS Library officials, legislators and other dignitaries in attendance.
- RIVERWAY: UHLS and the libraries are seriously evaluating the continuance of the Riverway Storytelling Festival. It has been a successful program for ten years. Part of the Plan of Service process will be to evaluate services. The criteria that will be used will include attendance figures, the value of the program to the members and its value in reaching out to non-library users, and the amount of time that M. Fellows spends on this single project and whether her time could be better used elsewhere.
- HARPER-COLLINS: At the 5/4 UHLS Director's Association meeting, the group approved a resolution to immediately end the UHLS boycott on the purchase of e-content from Harper Collins. This decision was the result of a discussion including the following points:
 - 1) as the e-book marketplace has evolved even in the last year, there are other publishers whose business decisions are much worse for libraries - specifically noted were Simon and Schuster (do not sell to libraries/library vendors at all) and Random House (double and triple charging libraries for their content).
 - 2) Since the 26 circs policy was put in place, many libraries have continued buying HC content and have not seen an adverse impact from the policy - specifically noted were conversations with Yonkers PL and the Philadelphia Free Library.
 - 3) Many UHLS libraries expressed concern over the negative impact on library users and library service that results from not being able to purchase HC content for the e-collection (Janet Evanovich, etc.).
- OVERDRIVE: UHLS is one of the first consortia to participate in a new user-driven interface with OverDrive. T. Burke handed out copies of screen shots showing the new pages on the UHLS website. There are several new features: if patrons use the OverDrive link to access, and purchase, materials from outside vendors such as Amazon, then UHLS will receive a 6% credit toward OverDrive e-materials; publishers ads will run on the page, but so will ads for the member libraries; there will be a link where patrons may recommend titles for purchase and the patron barcode will allow those recommendations to be identified by the patron's home library.

IV. TREASURER'S REPORT

M. Molgard, Treasurer, presented the April Report. She noted that the situation is normal for this time of year. She pointed out that on the income side of the report, the income shown to-date for the Annual Meeting includes the \$1500 donation from NBT Bank.

MOTION: E. Butrico moved to accept the Treasurer's report for the period ending April 30, 2012. E. Apostol seconded. Unanimous.

V. COMMITTEE REPORTSFinance Committee

Report by M. Molgard, Chair. She noted that the Finance Committee reviewed and approved the April Purchase Journal and Payroll totaling \$111,753.25. T. Burke explained the expense for the MARC records for e-content. He noted that when the member libraries purchase materials from OverDrive, UHLS must purchase a corresponding record for the database for each title. These records cost \$1.50 each which is a little more than records for print materials which usually run \$1.00.

She also reported that the latest information regarding the Construction grant application is that we are simply waiting for the Division of the Budget to release the funds. The first installment will be 90% of the grant amount with 10% at project completion.

Services Committee

Report by E. Apostol, Chair. The Committee reviewed a draft criteria for the Construction grant applications that would allow certain libraries to apply for up to 75% of the project costs. Under the criteria proposed by T. Burke, 20 of the member libraries would be eligible to apply for more than 50% (up to 75%) of project costs. The criteria used in developing these guidelines included unemployment rates, poverty rates and free/reduced school lunches.

T. Burke noted that due to the change in the State law which allows for the 75% awards, all of the Public Library Systems have been required to create their own guidelines and those that he proposed are similar to the ones being developed by the Systems around us. E. Apostol thanked T. Burke for all of the work that he did in developing the guidelines.

MOTION: B. Hartson moved to accept the Services Committee's recommendation to approve the new guidelines as presented. J. Ivory seconded. Unanimous.

Administration Committee

No meeting. No report.

Automated Services Committee

The Minutes from the May 4th meeting were distributed. There were no questions.

Nominating Committee for Trustees

The Committee consisted of J. Reilly, Chair and Marilou Pudiak-Town (SCHG) and Mary Ellen Lee (RCSC). In the excused absence of J. Reilly, H. Fuge read the following report from him:

"The committee has unanimously approved the following:

1. LouAnne Lundgren for another term;
2. Mary Alice Molgard for another term;
3. Evelyn Butrico to continue as the Directors' Ass'n representative, subject to confirmation by the DA at its upcoming meeting (*NOTE: the DA confirmed this nomination*); and
4. Judy Brown of Brunswick to serve the remaining year of Bill Colgan's term.

I have confirmed the willingness of these nominees to have their names placed in nomination....."

This is the slate that will be presented at the Annual Meeting on June 13th.

VI. TRUSTEE REPORTS

L. Lundgren noted that this is the last Board meeting that E. Apostol will be attending since her term as the APL representative will be expiring at the end of June. Therefore, she wanted to acknowledge all of her years of service to UHLS and the member libraries. All of the trustees thanked E. Apostol.

- B. Hartson: Guilderland School District Board approved a resolution to allow the library to use their bonding authority in raising funds for the library improvements.
- M. Molgard: the Berne Library held a very successful jewelry sale fundraiser
- J. Ivory: the Stephentown Library is considering an adjacent vacant lot that was recently placed on the market and would allow for building expansion and a parking lot.
- L. Lundgren: the Poestenkill Library held a very successful Spring Market Day fundraiser
- E. Butrico: the Friends of the East Greenbush Library held the semi-annual Book Sale and raised over \$15,000 The sale started on Thursday night and ran through Friday to Sunday. It was just Adult books. There will be a separate Children's Book Sale.
- T. Burke: the Altamont Library has started moving items into the new Train Station and are just waiting for their Certificate of Occupancy to open to the public.

MOTION: M Molgard moved to adjourn. R. Ginsburg seconded. Unanimous. Meeting adjourned at 5:47 PM.