



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Board of Trustees

April 8, 2015

PRESENT: Antonio Booth, Alison Calacone, Phil Erlich, Ron Ginsburg, LouAnne Lundgren, MaryAlice Molgard, Mary Muller, Marie Stasiak, Judith Wines

EXCUSED: Janet Ivory

ABSENT: Brian Hartson, Tara Ricard

UHLS Staff: Tim Burke, Heidi Fuge

4:30 PM – Meeting called to order by P. Erlich, President.

I. MINUTES

MOTION:

M. Muller moved to approve the Minutes of the March 11, 2015 meeting. L. Lundgren seconded.
Unanimous

II. STAFF REPORT

T. Burke, UHLS Executive Director, highlighted the following in his written report:

- **MIGRATION**: the migration went very smoothly, there were some small problems including printing issues, but all of the important parts worked correctly. It is a testament to the UHLS automation staff and the member libraries that everyone worked so hard and so well. A positive user experience was the goal.

Consensus among the Board members that the common experience with the migration at their libraries was a good one.

- **STATE BUDGET**: the State Budget was approved and contained a 5.8% increase in library funding. This was similar to the increase given in Education aid. This increase represents a little over \$84,000 in overall funding for UHLS and a \$64,757 increase in UHLS operating aid. The NYLA email blast had a 50% increase in participation over last year and can take some credit for the funding increases. M. Molgard asked if there was any demographic data on the blasts? T. Burke noted that it is being worked on by NYLA.
- **STAFF UPDATE**: Jo-Ann Benedetti has announced her retirement as of the end of May. T. Burke will consult with the member libraries as to their needs when he amends the job description for this position. The position has to include an Outreach component since that is required by the State. E-content and Adult Services will also be part of the new job description. He anticipates a good selection of candidates and some exciting changes. There will be an additional staff change since Lynn Orme has noted that she will be retiring in the Fall of this year.
- **SATISFACTION SURVEY**: T. Burke handed out copies of the Report on the Satisfaction Survey. The overall satisfaction percentage remains very high which is very rewarding and reflects well on the entire UHLS staff and board.
- **ANNUAL REPORTS**: the System's State Annual Report and the reports from the member libraries have all been approved. He thanked Joe Sherry and Heidi Fuge for their hard work in preparing the System's report.

III. TREASURER'S REPORT

Report presented by M. Molgard. She reviewed the March 2015 Report and noted that the Money Market continues to earn at a good rate. On page 3 of the Report, she pointed out the \$1,000 donation from NBT Bank toward the annual dinner. H. Fuge noted that Kathy Swinegar, at the Bank, is responsible for obtaining that donation for us each year.

MOTION: M. Stasiak moved to accept the March 2015 Treasurer's Report as presented. A. Booth seconded. Unanimous.

IV. COMMITTEE REPORTSFinance Committee

Report by M. Molgard, Chair. She noted that the Committee reviewed and approved the March Purchase Journal and Payroll totaling \$126,769.14. Included in the Purchase Journal was an expense of a little over \$14,000 for the installation of a new fire detection system. As agreed on 2/12/14 by the Board, this cost will be covered by a transfer from the restricted Equipment Account later in the year when that CDARS matures.

Nominating Committee

Report by L. Lundgren, Chair. The two members whose terms are expiring (P. Erlich and T. Ricard) have agreed to continue serving on the Board. She is just waiting for confirmation from her other Committee members.

V. OLD BUSINESS

- P. Erlich noted that there was to be continued discussion regarding any possibility of changing the day and time of the Committee and Board meetings. Extensive discussion. It was noted that COLN and BETH are having a difficult time getting trustees to serve on the UHLS Board because of the timing of the meetings. There was a suggestion that the By-Laws could be changed in order to allow non-current Board members to serve. It was also suggested that the By-Laws could be changed to allow the Board to change the representation matrix and discontinue the individual representation given to Albany, Bethlehem, Colonie, Guilderland, Troy. A. Booth asked for the historical reasoning for the individual representatives. T. Burke will investigate. Consensus to ask the UHLS staff to draft and submit various options for amending the By-Laws in order to broaden the pool of candidates for the UHLS Board. The plans would be submitted to the Administration Committee for initial review and discussion.

A. Calacone asked if the 5 libraries with their own representatives would be notified that there was discussion to alter the representation. T. Burke noted that they would be notified if it looked like there was a possibility of change.

It was decided that for May, the Board and Finance Committee will continue to meet at their usual times. The Administration Committee and Services Committee will meet at 3:30 PM (not jointly) and will be discussion any Award nominations.

VI. TRUSTEE REPORTS

M. Muller (Troy): Butler Rowland Mays Architects have been selected to re-hab the Troy Library. The Library's Board of Trustees will make a field trip to Saugerties Library to see this architect's work and to discuss that library's working relationship with the Architects.

- A. Booth (RCS): The library was finally able to resolved the obnoxious air problem in their new space. Strategic Planning is still under consideration at RCS.
- R. Ginsburg (ALTM): The Altamont Quilters led the Library's participation in the One Million Pillowcases project.
- L. Lundgren (POES): The Library's Friends Group is now an official 501 (c) 3 organization. The by-Laws have been revised. May 3rd will be the Library's Market Day program.
- A. Calacone (APLM): The Library has a new website.
- J. Wines (RCS): This Library also has a new website.

MOTION: M. Molgard moved to adjourn. R. Ginsburg seconded. Unanimous. Meeting adjourned at 5:40 PM.

Heidi A. Fuge
4/9/15