



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Board of Trustees

May 11, 2016

PRESENT: Antonio Booth, Phil Erlich, Ron Ginsburg, Sarah Goff, Herb Hennings, Janet Ivory, LouAnne Lundgren, MaryAlice Molgard, Mary Muller, Tara Ricard, Lisa Scoons, Marie Stasiak, Arlene Way, Judith Wines

UHLS Staff: Tim Burke, Heidi Fuge

Visitors: Evelyn Greenstein (TROY), Janet Andrade (SUNY Albany - Rockefeller College) and Samantha Clarke (SUNY Albany - Rockefeller College)

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

I. MINUTES

MOTION: M. Muller moved to approve the April 13, 2016 Minutes. M. Stasiak seconded. Unanimous.

II. STAFF REPORT

T. Burke highlighted the following in his written report:

- Bullet Aid is available: libraries are encouraged to contact their Republican NYS Senators; especially if they have a fundable idea that would be attractive to the legislators.
- Automation upgrade: J. Thornton and the Automation staff are to be commended for the first major Sierra software upgrade that was accomplished very smoothly.
- Construction Grant program: there was good attendance at the program, presented by T. Burke and offered at UHLS.
- Kudos to RCS Library for receiving a CDLC grant for digitizing the newspapers in their collection. The grant was very competitive.
- Plan of Service: the POS survey returned a 97.3% satisfaction rate. Copies of the survey results were sent to the Board members prior to the meeting.
- Cohoes: T. Burke recently met with the Mayor of Cohoes to discuss library issues.

III. TREASURER'S REPORT

Report by M. Molgard. The April 2016 Treasurer's report was normal for this time of year. The deficit shown at the top of page 1 reflects the fact that State funds usually don't come in until much later in the year and UHLS has to operate on Reserve funds at this time.

MOTION:. L. Lundgren moved to accept the April 2016 Treasurer's report as presented. M. Muller seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by M. Molgard, Chair. She reported that the Committee reviewed and approved the April Purchase Journal and Payroll totaling \$116,836.26. T. Burke noted that the NYLA membership (\$600) includes complimentary memberships for staff members. Supporting NYLA is important because it is the strongest voice for library advocacy. M. Muller noted that the NYLA Conference will be held in Saratoga Springs for the next two years, and she encouraged trustees to attend.

The Committee was informed that UHLS is considering a new boiler. H. Fuge is obtaining estimates and a Construction Grant application is a possibility. There might also be a need for some asbestos abatement if the boiler project is undertaken.

Administration Committee

Report by A. Booth, Chair. He reported that the Committee members reviewed the nominations for Trustee of the Year and Volunteer of the Year. The Committee was pleased with the number and quality of the nominations. The awards will be presented at the June 8th Annual Dinner.

There were six candidates for Trustee of the Year: two were selected: Ralph Marino (VAFL) and David Wheatley (WTVT).

There were eight candidates for Volunteer of the Year: two were selected: Nancy Bush (SNLK) and Holly McKenna (APLM).

MOTION: M. Muller moved to accept the Trustee of the Year and Volunteer of the Year Awards as recommended by the Administration Committee. M. Molgard seconded. Unanimous.

Services Committee

Report by L. Lundgren, Chair. Committee members reviewed the nominations for the Youth Program of the Year and Adult Program of the Year. The decisions were very difficult but the Committee was happy to have the increased number of nominations. In addition, the Committee members noticed that several of the programs were staff-initiated, in response to perceived needs and interests in their communities.

There were four nominations for Adult Program of the Year. GUIL was selected for its "Hudson Valley Beer" Program.

There were seven nominations for Youth Program of the Year. COLN was selected for its "CyberKids" Program.

MOTION: T. Ricard moved to accept the Adult and Youth Program of the Year Awards as recommended by the Services Committee. A. Booth seconded. Unanimous.

Nominating Committee

Report by J. Ivory, Chair. She acknowledged the assistance of her two Committee members: Elissa Kane (APL) and Kathy Gundrum (SNLK). The Committee recommended the following slate:

- Susan Keitel - Representing small Albany County libraries
- Sarah Goff - Representing the WK Sanford Town Library (COLN)
- Herb Hennings - Representing the Guilderland Public Library (GUIL)
- Arlene Way - Representing the Albany Public Library (APLM)

MOTION: L. Lundgren moved to place the slate before the membership for a vote at the June 8th Annual Meeting. T. Ricard seconded. Unanimous.

V. BOARD ASSESSMENT REPORT

J. Andrade and S. Clarke reported on their Assessment Project of the UHLS Board. They noted that the UHLS Board of Trustees is a well-performing Board and one of the indications of this was the willingness to participate in the Board Assessment Project. They described the survey process and their methodology and then gave a brief summary of the take-aways from the survey. Some of their suggestions for possible changes/improvements included:

- a Board Retreat
- participation by the Board President in the orientation of new members
- mentoring of new Board members
- clarification of Board representation (i.e. whom do they represent when serving on the UHLS Board)
- a better understanding of the skills and knowledge that each member brings to the Board so that they given appropriate Committee assignments
- educate Board members on legal responsibilities and liabilities

They suggested the establishment of a subcommittee to pursue some of the suggestions in the report.

P. Erlich thanked them for all of their work and also acknowledged L. Lundgren's role in encouraging the Board to participate in the Assessment.

MOTION:

H. Hennings moved to adjourn. M. Muller seconded. Unanimous. Meeting adjourned at 5:45 PM.

Heidi A. Fuge
5/18/16