



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

Board of Trustees

July 13, 2016

PRESENT: Antonio Booth, Phil Erlich, Sarah Goff, Herb Hennings, Susan Keitel, LouAnne Lundgren, Mary Muller, Tara Ricard, Lisa Scoons, Marie Stasiak, Arlene Way, Judith Wines

Excused: Janet Ivory

Absent: Ron Ginsburg

UHLS Staff: Tim Burke, Heidi Fuge

Visitor: Evelyn Greenstein (TROY),

4:25 PM – Meeting called to order by P. Erlich, President.

I. OATH OF OFFICE

P. Erlich administered the Oath of Office to Sarah Goff (beginning her first five year term), Herb Hennings (beginning his first five year term) and Susan Keitel (beginning her first five year term). He welcome S. Keitel to the Board.

II. MINUTES

MOTION:

M. Muller moved to approve the May 11, 2016 Minutes. A. Booth seconded. Unanimous.

L. Lundgren moved to approve the June 8, 2016 Minutes. M. Muller seconded. Unanimous.

III. STAFF REPORT

T. Burke highlighted the following in his written report:

- **Bullet Aid:** the Senate Republican majority will be distributing bullet aid. Senator Marchione usually sends an equal amount to all of the libraries in her district. Senator Amedore received funding requests from several of the libraries and will be distributing funds in response to those requests.
- **September Board meeting:** will be held at the Guilderland Public Library and will include a tour of the library after the meeting. Reminders will be sent out.
- **Library Leadership Training:** the training module will be rolled out in October. This is a 3-hour “package deal” training that will require the attendance of BOTH the Director and the Board President from any participating libraries. Discussion about scheduling. Weeknights? During the day in the week? Saturday mornings? T. Burke will select the day and time that is convenient for the largest number of Leadership teams.
- **Annual Dinner:** discussion about the suitability of the Hilton Garden Inn (yes) and the seating arrangements. Should UHLS offer reserved tables? Some people felt that sitting with trustees from other libraries should be encouraged.
- **Sierra outage:** on July 1st, Sierra was down for the whole day. This affected III libraries across the country. UHLS will be credited on a future bill for that day. We are pressuring III to speed up moving us to the new data center in Syracuse.
- **Carla Hayden:** has been appointed Librarian of Congress. The first time that a professionally-credentially librarian has held that post.

IV. TREASURER’S REPORT

Report by T. Ricard. The May and June 2016 Treasurer’s Reports were normal for this time of year. She noted that \$70,000 was transferred from the Money Market to the checking account in May to cover expenses. In June, a CDARS account that would have matured on 6/30 was liquidated on 6/17. \$160,000 was transferred to the checking account and the balance was transferred to the Money Market. Interest earned on that CDARS at \$53.91. The penalty for liquidation was \$62.19.

MOTION:. M. Muller moved to accept the May and June 2016 Treasurer’s Reports as presented. M. Stasiak seconded. Unanimous.

IV. COMMITTEE REPORTS

Finance Committee

Report by T. Ricard. She noted that the Committee reviewed and approved the May Purchase Journal and Payroll totaling \$117,078.49 and the June Purchase Journal and Payroll totaling \$137,844.72.

In the future, the Purchase Journals will be sent out to all of the Board members, not just the Finance Committee, for their review. This allows for greater transparency and aligns with the Board’s fiduciary responsibility.

Administration Committee

No meeting, no report

Services Committee

No meeting, no report.

Nominating Committee for Board Officers

Report by M. Muller, Chair. She and Committee members M. Stasiak and J. Wines presented the following slate:

- President: T. Ricard
- Vice-President: A. Booth
- Secretary: L. Lundgren
- Treasurer: P. Erlich

MOTION: S. Keitel moved to accept the slate as presented. S. Goff seconded. Unanimous.

T. Burke will be sending out a poll to the Board members to help determine their preferences for Committee assignments.

V. TRUSTEE REPORTS

- A. Booth: Marie Sturges is the new Board President at RCS. The bond issue passed in the voting and the library can now purchase their building. T. Burke noted kudos to A. Booth and J. Wines and all of the RCS Board members for their hard work in obtaining the successful vote.

- E. Greenstein: Troy finished their Community Conversations about library service in Troy. She expressed appreciation to T. Burke for his assistance.

Discussion and consensus that an August Board meeting would not be needed. The next Board meeting will be held at the Guilderland Public Library on September 14th.

MOTION:

A. Booth moved to adjourn. T. Ricard seconded. Unanimous. Meeting adjourned at 5:03 PM.

Heidi A. Fuge
7/14/16