



OFFICERS:
President: Tara Ricard
Vice-President: Antonio Booth
Treasurer: Fred Wobrock
Secretary: Sarah Goff

**Board of Trustees
February 14, 2018**

PRESENT: Antonio Booth; Matthew Finn; Sarah Goff; Jill Dugas Hughes; Evelyn Greenstein; Herb Hennings; Susan Keitel; Michael Poost; Tara Ricard; Lisa Scoons; Fred Wobrock, Jr.
Excused: Janey Ivory; Yvette Terplak
UHLS Staff: Tim Burke, Jona Favreau

4:31 PM – Meeting called to order by T. Ricard, President.

I. MINUTES

MOTION: M. Poost moved to accept the January Minutes. F. Wobrock, Jr. seconded. Unanimous.

II. DIRECTOR'S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- Library Advocacy Day 2018: Mark your calendars for Wednesday, February 28 at the Empire State Plaza. The schedule is not out yet – sorry – but it will follow the same routine as previous years but with a lighter schedule, as there are two vacant Assembly seats. Please share the email blasts with everyone, they don't have to be in the library world to take action or have their voice heard.
- Advocacy: Two ways to Prepare for Advocacy Day: UHLS is partnering up with CDLC to host an Advocacy Day Prep Program tomorrow. Please register through the CDLC website. For those of you who cannot attend the in-person program, NYLA will be offering a webinar at 10am on Friday, February 16. The one hour webinar will be archived on the NYLA website for future access as we lead up to Advocacy Day.
- Advocacy: Real People, Real Dollars: NYLA is encouraging all public libraries statewide to add this to their advocacy plan this year. If you have any questions, please reach out to D. DiCarlo who is spearheading this project. It's great to see the photographs of how much families have saved all over social media.
- III Enhancements: UHLS is always working to get the system to work a little better both for the member libraries and the patrons. Two upgrades are happening soon including one that will allow patrons to pay fines online (ecommerce). The member libraries will not be required to purchase any equipment or take credit card payments in-house, it will be completely online. Mid-Hudson Library System, who has been offering this service for several months has seen an uptick in paid fines because patrons aren't embarrassed to pay online vs. going to the library.
- CORE Trustee Training: Coming up! The previous training date had to be rescheduled due to the weather to Wednesday, February 21 6:30pm at UHLS – reach out to Jona to make a reservation.
- New furniture in the green room!: We've been wanting to update the furniture in the green room for a while now and found some great pieces (and deals!) locally through

National Project Group, a used furniture dealer. Feel free to check them out after tonight's meeting.

- Capital Region Spelling Bee: Last night UHLS was up in lights on the stage at Proctors for the Capital Region Spelling Bee. It was a successful event and T. Burke was happy to donate his (UHLS's) time. All of the participants have a love of reading in common, that's how they become good spellers.

III. COMMITTEE REPORTS

Finance Committee

F. Wobrock, Jr. noted that the Finance Committee reviewed the January 2018 Treasurer's report that had been sent to the Trustees prior to this meeting. We're in good shape for the first month of the year. It was a 4 week payroll month and we'll most likely start transferring funds from the money market account next month to cover expenses.

The Committee also reviewed the January Purchase Journal which had also been sent out to the Board members prior to the meeting. F. Wobrock noted that UHLS made a payment a final payment for snow cleanup and removal. T. Burke noted that there were a few purchases made for the member libraries (equipment and barcodes); this is routine and helps member libraries purchase compatible equipment with our business discount. The Finance Committee recommends the approval of the January Treasurer's Report and the Purchase Journal and Payroll totaling \$128,387.98.

MOTION: The Finance Committee moved to adopt the January Treasurer's Report and Purchase Journal. A. Booth seconded. Unanimous.

Administration Committee: no meeting

Services Committee: T. Burke shared that DLD gave UHLS \$17,636 in additional Construction Grant funds to disburse by the end of the month. The Services Committee met on very short notice to review all unfunded grant applications and made a recommendation which was previously sent to the UHLS Board before this meeting. The decision was based on these applications and the UHLS approved guidelines. T. Ricard asked if there were any other comments, other than BERN who was so happy and appreciative – no. The Committee is making the recommendation to award the additional \$17,636 in full to BERN to reseal the roof and update some of the lighting. T. Burke noted that Board members were not asked for a vote electronically and the recommendation is being approved retroactively to meet the NYS deadline and to prevent a forfeit of funds.

MOTION: The Services Committee moved to recommend the award of \$17,636 in additional Construction Grant funds to BERN. F. Wobrock, Jr. seconded. Approved – 10 trustees. Opposed – M. Finn. Motion passes.

IV. OLD BUSINESS

V. NEW BUSINESS

VI. TRUSTEE REPORTS

J. Hughes (EGRN): Saturday March 3 EGRN is teaming up with RENS and hosting a film festival! RENS is showing a children's film in the morning and EGRN will have a line up all day long, six movies total on two screens. It's been very successful in the

past (this is our 4th year), all Oscar nominated films. Tickets are required but free! Popcorn will not be for sale but we do sell seat cushions! "Lights Camera Action" Jackson will also be there. A question was asked if public performance licensure was needed to show the films – yes.

L. Scoons (BETH): Last Monday the Board voted to approve self-serve checkout machines at the library. Their decision was made based on privacy – people may be less intimidated to check out specific items if doing so on their own. J. Dugas Hughes mentioned that the machines also free up staff to help other patrons.

Next meeting is Wednesday, March 14.

MOTION: A. Booth moved to adjourn. L. Scoons seconded. Unanimous.
Meeting adjourned at 5:29 PM.

03/07/18 J. Favreau