



**OFFICERS:**  
President: Tara Ricard  
Vice-President: Antonio Booth  
Treasurer: Fred Wobrock, Jr.  
Secretary: Sarah Goff

**Board of Trustees**  
**May 9, 2018**

PRESENT: Antonio Booth; Matthew Finn; Sarah Goff; Jill Dugas Hughes; Evelyn Greenstein; Herb Hennings; Susan Keitel; Michael Poost; Tara Ricard; Lisa Scoons; Yvette Terplak; Fred Wobrock, Jr.

EXCUSED: Janet Ivory

UHLS Staff: Tim Burke, Jona Favreau

4:29 PM – Meeting called to order by T. Ricard, President.

**I. MINUTES**

The April 2018 minutes were not included in the Board packet in error; they will be included and approved at the July meeting.

**II. DIRECTOR'S REPORT** (full report attached)

T. Burke highlighted the following in his written report:

- Advocacy (State) Bullet Aid: This year is a little different than in years past, as BOTH the Senate and the Assembly AND legislators on both sides of the aisle all should have some of this aid to distribute within their districts... so every library should be asking their NYS legislators for this aid. M. Finn asked if the Directors were aware of the change. T. Burke said yes, a message was sent out last week to all member libraries.
- 2017 Plan of Service Satisfaction Survey: I apologize, but I do not have the full report on the survey results to share with the UHLS Board this evening, I plan to send it out to the Board very soon. The quick calculation of the overall satisfaction score from the survey calculates out to 95.91%! This number once again speaks to the high level of dedication and commitment with which the UHLS staff approaches their job of helping all of our member libraries provide the best library service to their communities.
- Construction Grant Portal for 2018-19: According to DLD, the 2018 application portal for the NYS Construction Grant program will open on June 1. We hope we have a lot of applications this year. In order to help the member libraries take full advantage of the construction grant opportunity, UHLS will once again be hosting two sessions of the "NYS Construction Grant 101" program later this month.
- UHLS Annual Celebration: I'm looking forward to seeing you all at the 2018 UHLS Annual Celebration – Tuesday, June 19 at the Hilton Garden Inn in Troy! Invitations are out, so please encourage all the folks from your library that will be attending the celebration to get their rsvp/dinner choices back to UHLS.
- Sad Note: We were all saddened to learn of the passing of NYS Librarian Bernie Margolis a few weeks ago. In spite of a series of long term health challenges, his passing really was an unexpected shock for the NY library community. I would like to suggest to the Services and the Administration Committees, and the UHLS Board that

consideration be given to presenting the 2018 UHLS William Meredith Library Advocate Award posthumously to Bernie for his leadership for all of New York's libraries.

### III. COMMITTEE REPORTS

#### Finance Committee

F. Wobrock, Jr. noted that the Finance Committee reviewed the April 2018 Treasurer's report that had been sent to the Trustees prior to this meeting. Comparing the numbers to 2017, we're right on track, with income up slightly.

The Committee also reviewed the April Purchase Journal which had also been sent out to the Board members prior to the meeting. F. Wobrock noted that UHLS made a \$10k payment to cover the annual air conditioning service fee to TBS, \$9k worth of computers were purchased for WTVT which will be reimbursed later this month. It was a fairly average month, with two payrolls. The Finance Committee recommends the approval of the April Treasurer's Report and the Purchase Journal and Payroll totaling \$136,312.34.

MOTION: The Finance Committee moved to adopt the April Treasurer's Report and Purchase Journal. Y. Terplak seconded. Unanimous.

#### Administration Committee

Report by S. Goff:

- Adult Program of the Year: The Committee reviewed the eight nominations. "The Federalist Papers" the program nominated by the Bethlehem Public Library was selected to receive the Award.
- Youth & Family Program of the Year: The Committee reviewed the seven nominations. "The Rubber Ducky Club" the program nominated by the Bethlehem Public Library was selected to receive the Award.

#### Services Committee

Report by A. Booth, Chair:

- Volunteer of the Year: The Committee reviewed the five nominations and there was consensus to present the Award to both Jackson Murphy – volunteer at the East Greenbush Community Library (EGRN) and Ed Languish – volunteer at the Westerlo Public Library (WSTR).
- Trustee of the Year: The Committee reviewed the four nominations. The four trustees nominated from the Watervliet Public Library - Kevin Moran, Tina Bounaiuto, David Wheatley and Tracy Wheatley - were selected to receive the Award because they worked hard to change the financial future of their library, by getting a \$150k budget approved when it use to be only \$41k.

#### William Meredith Library Advocate Award Nomination

Both the Services and Administration Committees recommended that the UHLS Board present the Award posthumously to Bernie Margolis for his leadership for all of New York's libraries. Board voted unanimously to award the William Meredith Library Advocate Award to Bernie Margolis. T. Burke reported that he is happy to prepare the award citation and contact Bernie's widow, Amanda Batey.

#### Nominating Committee for UHLS Trustees

Report by S. Keitel, Chair. E. Greenstein is eligible for another term and has been appointed by TROY. F. Wobrock, Jr.'s term ends in June and he is eligible for another term. A. Booth's term also ends in June and he is eligible for another term. A slate will be presented at the June 19<sup>th</sup> Annual Celebration.

**IV. OLD BUSINESS**

T. Burke reported on the following:

- Construction Grant Material: The Services Committee reviewed the proposed changes to the Construction Grant application deadline and guidelines: An initial deadline of August 1 will be established, which will allow UHLS the time to contact the applying member libraries to facilitate conversation so that we have a better handle on the scope of the project. The final deadline of September 1 will remain in place. The guidelines have changed slightly, specifically looking at letter C, the priorities have changed in order of importance.

MOTION: A. Booth moved acceptance of the revisions as written. T. Ricard seconded. Unanimous.

**V. NEW BUSINESS**

**VI. TRUSTEE REPORTS**

S. Keitel (WSTR): Mark your calendars! The opening for the new community room will be on Friday, May 18 6-8PM and everyone is invited.

Y. Terplak (ALTM): The annual book sale was a success and the pickers are enjoying the free stuff leftover.

J. Dugas Hughes (EGRN): J. Dugas Hughes had to call the police this year at their annual book sale! Despite there being less books for sale, they raised more money! EGRN is partnering up with the Southern Rensselaer Co. libraries for the Great American Read.

Next meeting following the Annual Celebration is Wednesday, July 11.

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

07/02/18 J. Favreau