



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

**Board of Trustees  
November 14, 2018**

PRESENT: Antonio Booth; Matthew Finn; Sarah Goff; Evelyn Greenstein; Herb Hennings; Janet Ivory; Susan Keitel; Jackie Marino; Tara Ricard; Lisa Scoons; Yvette Terplak; Fred Wobrock, Jr.

Excused: Michael Poost; Jill Dugas Hughes

UHLS Staff: Tim Burke; Jona Favreau

4:43 PM – Meeting called to order by T. Ricard, President.

**I. MINUTES**

**MOTION:** Y. Terplak moved to approve the October 2018 Minutes. A. Booth seconded. Unanimous.

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

T. Burke highlighted the following in his written report:

- Library Moon Walk: D. DiCarlo teamed up with MVLS and SALS to create the Library Moon Walk. This project is funded by a grant from the National Network of Libraries of Medicine and is an opportunity to promote libraries throughout our region, focusing on health and wellness programming between now and April 2019. A bigger social media push will happen once the Expedition wraps up. She will send out a link to the Board following this meeting.
- 2019 UHLAN Agreement Extension Proposal: T. Burke is recommending that the UHLS Board authorize UHLS to issue another one-year extension of the current UHLAN agreement. T. Burke has received feedback from several member libraries that they’d like to see a revision to the UHLAN fee formula to provide greater recognition of the role of a “net lender” in UHLS, with more acknowledgement for in-person circulation from other library resident borrowers. This will require a re-evaluation of the current fee formula, which was not originally going to be changed for the next UHLAN agreement period. S. Keitel asked what the concern was over the fees. T. Burke explained, using EGRN as an example, under the current formula EGRN looks to be a net borrower because they have to request a number of items from member libraries for non-EGRN patrons who are using their facility in person. He does not expect a major impact dollars-wise, but it is symbolic to recognize those member libraries. The group was in consensus of this recommendation.

**MOTION:** A. Booth moved to issue a one-year extension of the current UHLAN agreement for 2019. J. Ivory seconded. Unanimous.

- UHLS Expedition: The UHLS Expedition continues to generate lots of attention on the libraries of UHLS. S. Keitel reports that the WSTR Board would like to have an extension into December or repeated in the future because they've been so energized by and have learned from others. She is curious if it's been hard for the larger libraries to accommodate crowds of people. T. Burke hasn't heard of there being an issue and M. Finn shared that APL is very happy, as the Expedition is boosting door count. J. Marino is appreciative of the Expedition's website – very well done!
- UHLS Staffing news: After 31 years (!) of dedicated service to UHLS and its member libraries, Senior System Support Associate Diane Custard has announced that she will be retiring from her position with us effective December 20, 2018. Attached to this report is a proposed resolution of appreciation for the Board to consider, a gesture that will be very much appreciated as Diane leave UHLS for this new stage of her life.

**MOTION:** T. Ricard moved to approve the proposed resolution of appreciation for Senior System Support Associate, Diane Custard. Y. Terplak seconded. Unanimous.

### III. COMMITTEE REPORTS

#### Finance Committee

F. Wobrock, Jr. noted that the Finance Committee reviewed the October Treasurer's Report that had been sent to the Trustees prior to this meeting. F. Wobrock Jr. noted that as of October, the majority of all expected income has now been received. After discussion with a NYSED employee, Bullet Aid is in the process of being dispersed. This income is a pass-through meaning it will be directly distributed to each member library as directed. October was also the last 3-payroll month of the fiscal year.

The Committee members reviewed the October Purchase Journal which had been sent out to all trustees in advance of the meeting. F. Wobrock Jr. noted that in October UHLS paid \$4,100 to UHY for the financial review. J. Favreau had negotiated the price down from last year because it was less work this year, being a full year on a cash basis. UHLS also disbursed the final 10% for LSSA to the member libraries. There is also a charge from the Man of Kent restaurant included on this month's Purchase Journal, as a number of the staff members were treated to lunch while completing their 36er voyage!

**MOTION:** The Finance Committee moved to adopt the October Treasurer's Report and Purchase Journal. S. Goff seconded. Unanimous.

Services Committee: T. Burke informed the board that the Services Committee now has a full compliment and that S. Goff has been named Chair! The Proposed 2019 Central Library budget has been reviewed and approved by the APL Board, and after review, the Services Committee recommends UHLS Board approval.

**MOTION:** The Services Committee moved to adopt the Proposed 2019 Central Library budget. A. Booth seconded. Unanimous.

T. Burke shared that even though he was told previously that there wouldn't be any extra

construction grant funds, turns out they were wrong! T. Burke isn't aware of how much or when we'll be notified, but it's usually in December. The Services Committee has agreed to meet, even if electronically, to have a decision made fairly quickly. Also, as of this afternoon, T. Burke has learned that BETH has decided to withdraw their construction grant application and return the money to UHLS. The Committee will discuss further on how to disperse those funds.

Administration Committee: No meeting.

#### IV. OLD BUSINESS

Trustees reviewed the proposed 2019 UHLS Budget that had been sent to them prior to this meeting. The Finance Committee, as reported by F. Wobrock, Jr., recommends Board approval.

**MOTION:** The Finance Committee moved to approve the Proposed 2019 UHLS budget. T. Ricard seconded. Unanimous.

#### V. NEW BUSINESS

#### VI. TRUSTEE REPORTS

- S. Keitel (WSTR): There's a new art exhibit in the community room, everyone is encouraged to come visit and check it out.
- Y. Terplak (ALTM): Each year the library holds a bake sale on Election Day, this year they made \$1,500! It's always a great community event, with many contributing items to be sold. On December 7<sup>th</sup> in the gazebo park, the holiday lights will be turned on. The community can buy a light in honor of someone and the names will be read out loud that evening. Also, on December 9<sup>th</sup> is the Altamont Victorian Stroll and Santa will be arriving on the train around 5PM.
- J. Ivory (STEP): Voting for Proposition 414 happened on Election Day and so far it's in favor, however now there are 84 absentee votes that need to be counted.
- F. Wobrock, Jr. (BRUN): The Trunk or Treat event was a success! There were 21 cars, including the Sheriff and local fire department, and over 650 kids in costume! BRUN staff are thankful for the candy donation made by Samaritan Hospital.
- L. Scoons (BETH): BETH is in the process of hiring a paid Treasurer, so if you know of someone, please have them reach out.

T. Ricard suggested that because the UHLS budget was passed this evening and due to busy holiday schedules, the December meeting be cancelled. The next UHLS Board of Trustees meeting will be held on January 9, 2019.

**MOTION:** T. Ricard moved to adjourn. S. Keitel seconded. Unanimous.

Meeting adjourned at 5:12 PM.

1/2/19 J. Favreau