



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

Board of Trustees
May 8, 2019

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

4:34 PM – Meeting called to order by T. Ricard, President.

I. MINUTES

MOTION: Y. Terplak moved to approve the April 2019 Minutes. J. Ivory seconded. Unanimous.

II. DIRECTOR’S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- 2018 Plan of Service Satisfaction Survey: The final report on the 2018 Plan of Service Satisfaction Survey is included with this report. The calculation of the overall satisfaction score from the survey comes out at 100%! We had a much improved response rate this year, up to 17 libraries participating, so my thanks to all of those that took the time to help us improve our services. Y. Terplak asked how we could get participation to increase. T. Burke noted that this was an increase from last year, when only 13 libraries provided feedback.
- Construction Aid Portal for 2019-2020: According to DLD, the 2019 application portal for the NYS Construction Aid program will be open on or about June 1. Remember, the statewide construction funding for this year was reduced from \$34 million last year to \$14 million, which translates to only \$444,453 to be distributed here in UHLS.
- UHLS Annual Awards / UHLS Annual Celebration: Looking forward to seeing you all at the 2019 UHLS Annual Celebration – Wednesday, June 12 at the Holiday Inn Express in Latham! J. Favreau reported that invitations were mailed this week to trustees and distributed both electronically and physically last week to directors. Invitations WILL NOT be sent to individual member library board members. Please help us by encouraging all the folks from your library that will be attending the celebration to get their reservations in by the deadline, 5/24/19.

III. COMMITTEE REPORTS

Finance Committee

Committee members reviewed the April Treasurer’s Report. F. Wobrock Jr. noted that the System saw an increase of revenue over the last month, which in turn tapered the negative

balance. Cash was not needed from the Money Market account to cover expenses. It was a regular, two payday month.

The Committee members reviewed the April Purchase Journal which had been sent out to all trustees in advance of the meeting. F. Wobrock Jr. noted that the first quarter eCommerce payments were distributed to member libraries, totaling \$4,441. A \$1,650 payment was also made to the Homeless Training Institute – an online resource for our member libraries to help train staff to work confidently with homeless patrons. UHLS also made a \$5,600 technology and software purchase for the Cohoes Public Library – the library will reimburse UHLS.

MOTION: The Finance Committee moved to adopt the April Treasurer’s Reports and Purchase Journals. M. Poost seconded. Unanimous.

The financial review is scheduled to take place July 1-3, 2019 by UHY.

Services Committee: Report by L. Scoons:

- Adult Program of the Year: The Committee reviewed the six nominations. The “Program Series for Adults with Developmental Disabilities and Special Needs” nominated by the Brunswick Community Library was selected to receive the Award.
- Youth & Family Program of the Year: The Committee reviewed the five nominations. “Let’s Make a Song!” the program nominated by the Arvilla E. Diver Memorial Library was selected to receive the Award.

Administration Committee: Report by A. Booth, chair:

- Volunteer of the Year: The Committee reviewed the four nominations and there was consensus to present the Award to Ms. Margaret Pine – volunteer at the Cheney Library.
- Trustee of the Year: The Committee reviewed the five nominations. Mr. Christopher Aldrich of the Guilderland Public Library was selected to receive the Award because he has dedicated many years in various roles as a trustee of the library.

William Meredith Library Advocate Award Nomination

A. Booth reported that both the Services and Administration Committees reviewed the nomination from Bethlehem Public Library and agreed to present the Award to Jeremy Johannesen for his work advocating for libraries across New York State. Y. Terplak added that the committees considered the criteria heavily and didn’t base this decision on age or solely on his paid position with NYLA – it was based on his enthusiasm and commitment to libraries on a local and statewide level.

Nominating Committee

Report by E. Greenstein, Chair: The following slate will be presented at the June 12th Annual Celebration.

Small Library Albany County representative

Yvette Terplak

Resident of the Altamont Free Library service area/former Trustee of the Altamont Free Library
For a full 5 year term beginning 7/1/19

Small Library Rensselaer County representative

Scott Wyner

Trustee, Stephentown Memorial Library

For a full 5 year term beginning 7/1/19

Small Library Rensselaer County representative

Jacqueline Marino

Resident of the Valley Falls Free Library service area

For a full 5 year term beginning 7/1/18**

** Jackie was appointed to a vacant position by the UHLS Board of Trustees since the 2018 annual meeting. This is the formal vote on her full 5-year term to the UHLS Board that started last year.

IV. OLD BUSINESS

V. NEW BUSINESS

VI. TRUSTEE REPORTS

H. Hennings (GUIL): National Llama Appreciation Day / Extravaganza is happening Friday, June 21. Budget and referendum vote is on May 21.

Y. Terplak (ALTM): At their annual gala, the library director used a Square reader (offsite credit card processor) to accept donations and payments – a huge success! A great tool to have on hand for events like these where people are more likely to donate more using a card, rather than carry around cash.

The community-wide garage sale was a success. A friend recently dropped off 300 quilting books – many were sold and some went to the Rotterdam Mall to be sold in the Schenectady Public Library sale. J. Ivory suggested using Better World Books – they’ll send you a box to fill after scanning the value of each book on hand.

J. Marino (VAFL): There’s a big hole behind the library! Ground has officially been broken for their expansion project. Tentative finish date is before the snow falls later this year.

L. Scoons (BETH): May 21 is also their budget vote and trustee election date – there are five candidates for one vacancy! May 18 the library is hosting it’s first-ever Pet Adoption Day. The book sale last month was a success – this was the first one in a long time, organized by the friends group.

MOTION: Y. Terplak moved to adjourn. L. Scoons seconded. Unanimous.

Meeting adjourned at 5:23 PM.

05/13/19 J. Favreau

