



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

Board of Trustees September 9, 2020

PRESENT: Antonio Booth – connection issues; Susan Keitel; Michael Poost; Sarah Goff, Fred Wobrock, Jr.; Evelyn Greenstein; Matthew Finn; Tara Ricard; Yvette Terplak; Scott Wyner; Jill Dugas Hughes; Lisa Scoons; Herb Hennings; Jackie Marino
UHLS Staff: Tim Burke; Natalie Hurteau

4:36 PM – Virtual meeting called to order by S. Keitel, Vice-President.

I. MINUTES

MOTION: There were no minutes presented to the board. Minutes for September and July will be approved at the October meeting.

II. DIRECTOR'S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- Status of 2020 and 2021 Budgets – UHLS has received 80% of the NYS basic aid; the state is still withholding 20%. In response to the 20% withholding, UHLS has started disciplined spending. Managers have been asked to put a freeze on any unnecessary spending; this does not affect current charge back or cost recovery budget lines like PPE. With the disciplined spending plan in place, the budget should balance for the rest of the year. T. Burke and J. Favreau have been working together to develop the 2021 budget with a potential 22.6% cut in mind. They are trying to lock down prices on NYS retirement and health insurance, and have renewed services with iii Sierra for an additional five year contract that includes two years of flat invoices, with a 2-3% increase over the following three years. They have also renewed their services with First Light, with a \$1200 savings. T. Burke explained that delivery and staffing were two of the budget lines were going to take the brunt of the cut. Also, the 22.6% withholding/potential cut affects the central library budget. Therefore, the Central Library Advisory Council (CLAC) has met to discuss the 2020 budget, and will be meeting again to work on the proposed 2021 budget.
- Census Funding - UHLS was able to secure \$6,000 from Albany County for census funding. The funds will be used to boost social media posts about the census and provide reimbursement to Albany County member libraries for internet access. Unfortunately, the funding cannot be used for Rensselaer County libraries, although many attempts were made from UHLS on behalf of its member libraries to secure funding.
- Update on Member Libraries - T. Burke talked about the various stages of reopening that the member libraries are in and thanked board members for their leadership with their

libraries during this difficult time, and remarked that they should feel very proud of their libraries and what they were able to accomplish.

- ARLS (Antiracism Library System Taskforce) – T. Burke noted that ARLS had their first meeting on August 21st and M. Fellows will be sending in a monthly report going forward, along with the other department reports.

III. COMMITTEE REPORTS

Finance Committee

F. Wobrock reported that he sent out the expense reports for July and August via email to the board members. There was nothing special of note to report about July. F. Wobrock spoke more about the disciplined spending that was put in place in August, to round out the rest of 2020.

MOTION: The Finance Committee moved to adopt the July and August Treasurer's Report and Purchase Journal. M. Poost seconded. Unanimous.

Services Committee: The committee members met on Tuesday, September 8th to discuss the construction aid recommendations.

S. Goff reported that the committee met and sent out an award distribution summary to the board via email (attached), and explained further that each applying library would receive close to their highest eligible award.

MOTION: The Services Committee moved to award the applying libraries as stated in the distribution summary. S. Keital seconded. Unanimous.

Administration Committee: Did not meet.

IV. OLD BUSINESS

- APL has sent board members an email expressing their disagreement on the criteria approved by the services committee and the UHLS Board, for the 90% award distribution in construction aid. UHLS Board President, A. Booth, promptly responded to APL, and explained that the services committee and board would discuss it further and take it under advisement. The services committee and board have agreed to review the criteria for the 90% award distribution, with APL's concerns in mind, for the 2021 application process.
- T. Burke reported that the awards for the Annual UHLS Celebration have finally arrived, and will begin working on a process for distributing them again.

V. NEW BUSINESS

VI. TRUSTEE REPORTS

M. Finn (APL): Will be stepping down from his position on the UHLS Board to become APL Board President. UHLS will welcome back Arlene Way, as the APL representative.

S. Wyner (STEP): STEP had a very successful curbside pickup bake sale, raising \$1700!

Y. Terplak: (ALTM) Is so impressed and thankful for the Story Walks and how libraries were able to continue on a Summer Reading Program

MOTION: Y. Terplak moved to adjourn. T. Ricard seconded. Unanimous.

Meeting adjourned at 5:36 PM.

N. Hurteau