



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

**Board of Trustees
November 11, 2020**

PRESENT: Antonio Booth; Susan Keitel; Michael Poost; Fred Wobrock, Jr.; Evelyn Greenstein; Matthew Finn; Tara Ricard; Yvette Terplak; Lisa Scoons; Herb Hennings; Jackie Marino, A. Way

Absent: S. Goff, J. Dugas Hughes, S. Wyner

UHLS Staff: Tim Burke; Jona Favreau

4:44 PM – Virtual meeting called to order by A. Booth, President.

I. MINUTES

MOTION: M. Poost moved to approve the October 14, 2020 Minutes.
Y. Terplak seconded. Unanimous.

II. OATH OF OFFICE

A. Booth administered the Oath of Office to Arlene Way (beginning her first five year term). J. Favreau will file the oath of office paperwork with Albany County once the copy has been returned signed by both parties.

A. Way was appointed to the Finance Committee.

III. DIRECTOR’S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- No changes on this year’s budget news. We’ve received the majority of the 80% payments of the various NYS aid lines we get each year. We are maintaining our disciplined spending plan which only allows essential expenditures (approved by department managers and the ED) and cost-recovery expenses. I remain optimistic that between the received and the expected aid payments, disciplined spending, and the “shutdown savings”, we will be able to make it through this fiscal year without making any major structural changes in the 2020 budget. A. Booth asked about the status of a PPP loan. T. Burke reported that we didn’t meet the previous deadline once we found a lender and are optimistic UHLS will receive one once another round of applications are accepted.

IV. COMMITTEE REPORTS

Finance Committee

F. Wobrock reported that per the Treasurer’s Report, there was a tremendous swing in income, as UHLS finally received state aid and member libraries were paying UHLAN fees. Both the money market and our operating checking account balances look healthy. Looking at the

Purchase Journal, F. Wobrok noted the following: UHLS paid the member libraries the quarterly fines collected electronically, we paid the first installment for the snow removal contract and \$4,800 was paid to UHY for the financial review that was presented to us the previous month.

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

Services Committees: The Committee members met to review the Central Library budget that was created by the Central Library Advisory Council. T. Burke noted that the Albany Public Library's Board has met and accept the budget.

MOTION: The Services Committee moved to adopt the proposed 2021 Central Library budget. A. Booth seconded. Passed.

V. OLD BUSINESS

After last month's discussion of the Proposed 2021 UHLS Budget and taking the feedback made by the Board, T. Burke and the Finance Committee presented the budget with revisions made. T. Burke noted the following proposed changes:

- UHLS will pay for 50% of retiree healthcare, instead of eliminating this line completely
- A new healthcare plan was found for current employees with similar coverage but cheaper
- Salaries were reduced for all current staff members by 7%
- Delivery will no longer occur daily for all member libraries. Schedule will now be based on volume.
- 18 additional paid time off days given to all current staff members
- 5% UHLAN increase

MOTION: Y. Terplak moved to accept a 5% increase in UHLAN fees for 2021. S. Keitel seconded. Passed.

A lengthy discussion followed with concerns over adding 18 additional days. The Board would like to see that time accrued and should the NYS budget be restored, time off will be adjusted accordingly, as well as salaries.

Concerns were raised regarding the cut of professional development and continued education. Our staff acts as consultants and resources for many of our member libraries and if they fall "behind the times," then so will our member libraries. The Board would like to see any money saved by retirees opting out of the proposed healthcare coverage plan directed toward CE first.

MOTION: The Finance Committee moved to adopt the Revised Proposed 2021 UHLS Budget. T. Ricard seconded. A. Way abstained. Passed.

VI. NEW BUSINESS

VII. TRUSTEE REPORTS

After a brief discussion, consensus was that the group did not need to meet in December. The next meeting will be January 13, 2021.

MOTION: T. Ricard moved to adjourn. E. Greenstein seconded. Unanimous.

Meeting adjourned at 5:52 PM.

01/07/21 J. Favreau