



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

**Board of Trustees
May 12, 2021**

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

4:35 PM – Virtual meeting called to order by A. Booth, President.

I. MINUTES

MOTION: Y. Terplak moved to approve the April 14, 2021 Minutes. S. Wyner seconded. Unanimous.

II. DIRECTOR’S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- Annual Celebration: Reminder: the Annual Celebration will be held Wednesday, June 9 at 6:30PM virtually. A. Booth will be interviewing Dr. Gretchen Sorin as the featured presentation, discussing her book Driving While Black. Awards will be given and our election will be held as well.
- Staffing Plan Update: J. Favreau and I are working on a new staffing plan for UHLS that will follow the NYS guidance and requirements, but allow the staff to continue a progression toward a ‘new normal’ with more staff in the building at the same time. We will share that plan, as an addendum to the UHLS Safe Reopening Plan, with the Board when it is completed.
- NYS DLD Expected Minimum Public Service Hours: UHLS sent out a survey to all of our libraries and to date, have heard back from 28 of the 29 libraries. All but 3 of those 28 are now or will be at min. hours by June 1. We are following up with the other libraries currently and once we have a complete status report I will contact DLD to discuss the issues.

III. COMMITTEE REPORTS

Finance Committee

F. Wobrock reported that the organization is “in the green” compared to this time last year. There were a lot of expenses, however the majority of them were a pass through. \$7580 was paid to TBS for the UV light filtration system, which will be covered in full by the CARES funding; ~\$5k was distributed to the member libraries from the Census Grant; \$107k was paid to Sierra – this is an annual expense; \$6k was paid to the member libraries for eCommerce; the CBA funds were sent to Albany Public; the remaining 2020 LLSA payments were distributed to the member

libraries and it was a two payroll month.

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

F. Wobrock also informed the Board that in August 2021, UHLS has a balloon payment due to NBT for the mortgage. The Finance Committee is reviewing the details to decide if we are going to pay it off or refinance.

Services Committee

S. Goff reported more good news! UHLS was offered additional construction funding by NYS DLD from money that was returned by other public library systems around the state. The additional funds total \$403. The Committee is proposing to split those funds and disburse it equally to both Cohoes and Guilderland, as they still have unmet need.

MOTION: The Services Committee moved to distribute the construction grant funds to Cohoes and Guilderland. T. Ricard seconded. Unanimous.

The Committee also reviewed the Central Library Budget because with the last minute increase in funding from NYS, more funds will be allocated toward this budget. T. Burke shared his screen – there's ~\$41k in additional funds. The Committee is proposing to bring back Ancestry.com, cover the salary in full for the Albany Public position and increase spending toward digital content.

MOTION: The Services Committee moved to approve the Central Library Budget with the mentioned above changes. A. Way seconded. Unanimous.

The Committee reviewed the nominees for both the Adult and Youth & Family Services Program of the Year Awards and chose the following:

Youth & Family Program of the Year: Voorheesville Public Library for *Nursery Rhyme Drive Through*
Adult Program of the Year: RCS Community Library for *Dear Strangers*

Administration Committee

M. Poost reported that the Committee reviewed the nominees for both the Trustee and Volunteer of the Year Awards and chose the following:

Trustee of the Year: Maureen Sikule of Town of Westerlo Public Library
Volunteer(s) of the Year: Jonathan Skinner and Roger Green, Albany Public Library

Nominating Committee

E. Greenstein thanked S. Goff and M. Poost for their time and leadership on the UHLS Board – you will both be missed. There are 6 spots open this year:

COLN – 5 year term TBD, no official nomination yet

GUIL – 5 year term, H. Hennings

BETH – 4 year term, L. Scoons

Small Albany Co. library – 5 year term, S. Keitel

Medium Albany Co. library – 4 year term, T. Ricard

Medium Rensselaer Co. library – 4 year term, Camille Engel of NGRN

MOTION: The Nominating Committee recommended the above slate to be put before the UHLS membership at the June 9 annual meeting. Y. Terplak seconded. Unanimous.

IV. OLD BUSINESS

2021 Proposed Revised UHLS Budget – J. Favreau recused herself from the meeting

T. Burke referenced his Directors report and the budget summary that was shared in the packet.

The proposed revisions to the budget reflect the additional state aid that will be provided to UHLS. The Finance Committee has also reviewed and discussed the proposed budget.

MOTION: The Finance Committee moved to adopt the proposed revised 2021 UHLS Budget. A. Booth seconded. Unanimous.

V. NEW BUSINESS

VI. TRUSTEE REPORTS

WSTR (S. Keitel): There are 2 openings on the Westerlo Board with 4 applicants; she reported that her time as aWSTR trustee has come to an end, she will stay in touch with Y. Terplak regarding discussions about how UHLS trustees should be communicating with represented libraries.

ALTM (Y. Terplak): Tuesday is Election Day for school district libraries!

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

Meeting adjourned at 5:28 PM.

07/08/21 J. Favreau