



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

Board of Trustees July 14, 2021

PRESENT: Fred Wobrock, Jr.; Evelyn Greenstein; Tara Ricard; Yvette Terplak; Lisa Scoons; Jackie Marino; Scott Wyner; Susan Keitel; Antonio Booth; Arlene Way; Camille Engel; Marcy Savage

Absent: Jill Dugas Hughes

UHLS Staff: Tim Burke; Jona Favreau

4:42 PM – Virtual meeting called to order by A. Booth, President. While waiting to see if T. Repicky would log on, the group introduced themselves to the incoming trustees.

I. APPROVAL OF NEW UHLS TRUSTEES

William K. Sanford Town Library has nominated Marcy Savage as their UHLS Board Representative and the Guilderland Public Library has nominated Tony Repicky (not present) as their UHLS Board representative.

MOTION: T. Ricard moved to approve the nominations. Y. Terplak seconded. Unanimous.

II. OATH OF OFFICE

A. Booth administered the Oath of Office to Susan Keitel (beginning her second five year term), Lisa Scoons (beginning her second term, which will only be 4 years due to the pandemic), Tara Ricard (beginning her second term, which will only be 4 years due to the pandemic), Camille Engel (beginning her first term, which will only be 4 years due to the pandemic) and Marcy Savage (beginning her first five year term). J. Favreau will file the paperwork with each trustee's county of residence.

III. MINUTES

MOTION: Y. Terplak moved to approve the May 12, 2021, June 9, 2021 and July 8, 2020 Minutes. T. Ricard seconded. Unanimous.

IV. DIRECTOR'S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- Annual Celebration: Thank you to everyone who played a part in our first (and as I said that night, hopefully last!) virtual annual meeting. Special acknowledgment goes to our own interviewer, Board President A. Booth who did a wonderful job collaborating with Dr. Gretchen Sorin for the keynote presentation.

- 2020 UHLS Annual Report: Everyone should have received a copy in the mail – thank you to J. Favreau for another amazing job of pulling together stories, pictures, and statistics from all of the member libraries.
- CDLC Lease Agreement: We have received official word that the CDLC will not be renewing the lease for space at 28 Essex and will be vacating by the end of the lease term, which is October 31, 2021.
- Cohoes Public Library: You may have seen on the news that the Cohoes Public Library has been forced to temporarily close due to some structural safety concerns related to parts of the outside stonework coming loose and falling off of the building. UHLS is working with the administration of the library and the city, as they do have some outstanding construction grant funds that may be able to help. They may also have a temporary location that may come to be in a week or so; we are ready to help them do whatever they need us to do.
- 2021 NYS Construction Aid update: The portal is now open and accepting applications. At this point we don't have a real sense of how many member libraries are applying and for how much, but as of August 2 we should have this insight. UHLS will be applying for a complete tear out and replacement of the parking lot on the right side of the building. J. Favreau is working on quotes for that project now. UHLS is capped at 50% funding.

V. COMMITTEE REPORTS

Finance Committee

F. Wobrock reported that the organization is technically in the red however when looking at where we were last year, we are in a better position because in 2021 we've made payments (expenses) that actually belonged in 2020. So without them, we're in much better shape. Looking at the Purchase Journals, May included our normal month to month operations. In June a payment of \$1,000 was made as an honorarium for the annual meeting, and there were also expenses for the annual awards. For those who are new to the Board, UHLS lives off of reserves for the first half of the year until we receive state funding.

MOTION: The Finance Committee moved to adopt the May and June Treasurer's Reports and Purchase Journals. J. Marino seconded. Unanimous.

F. Wobrock also informed the Board that the Finance Committee reviewed the proposed mortgage recommendation that was included in the board packet made by T. Burke and J. Favreau and are making the motion to approve. S. Wyner asked what we would do with the funds if we didn't pay off the mortgage – treasury notes are our only option for investment, so we wouldn't make more than the interest we'd be paying. Y. Terplak asked if we can support construction grants – yes, we have a separate restricted building account for building maintenance. A. Way asked how secure we are for covering staff and benefits – we could cover expenses for a year even if funding was cut completely, which has never been done. F. Wobrock noted that our books would look pristine in the eyes of any bank should we need to refinance for any reason in the future.

MOTION: The Finance Committee moved to pay off the mortgage in

full totaling \$259,873.97 and transfer the remaining \$90,549 into the building restricted account. A. Booth seconded. Unanimous.

Nominating Committee

E. Greenstein thanked J. Marino and S. Wyner for serving on the committee. The Nominating Committee is proposing the following slate:

- President: A. Booth, 1 year term
- Vice President: S. Keitel, 1 year term
- Treasurer: F. Wobrock – 2/3 vote is needed, as he has termed out; 1 year term
- Secretary: Y. Terplak, 1 year term

There were no nominations from the floor.

MOTION: The Nominating Committee moved to accept the proposed slate as listed above. T. Ricard seconded. Unanimous.

VI. OLD BUSINESS

VII. NEW BUSINESS

2021-2022 UHLS Board Committee Assignments: With three new trustees, we are going to review all committee assignments. J. Favreau is going to send out a survey to gather preferences and A. Booth will assist with committee assignments. Our current Services Committee will likely be needed to meet in August to review construction grants.

August Meeting: There is tradition to not meeting in August due to summer travel/obligations, and with no pressing business, A. Booth asked the group if they'd like to skip August's meeting – resounding yes! T. Burke noted that the Services Committee will likely have to meet and he will reach out to them separately.

UHLS Board Meetings Discussion: A. Booth suggested the Board come return to in person meetings starting in September. S. Keitel noted that she is willing to gather for September, but not for the full year; she'd prefer to play it month by month and offer a hybrid model. The group all agreed to review monthly but meet in person in September.

VIII. TRUSTEE REPORTS

- ALTM (Y. Terplak): Summer concert series is running again outside on the lawn, Tuesdays at 7PM. It feels so great to gather again and see the story hours resume.
- RCSC (A. Booth): The board had their first in person meeting on Monday and it was decided that they'll now allow patrons 2 hours for browsing.
- VAFL (J. Marino): Thank you for the invitation to participate in the 21 Day Equity Challenge, she was grateful for the opportunity. VAFL is focusing on their 5 year plan and they are being intentional, with one aspect being to increase diversity and awareness of racism. They've

already started having conversations about their programming and ordering.

MOTION: T. Ricard moved to adjourn. J. Marino seconded. Unanimous.

Meeting adjourned at 5:44 PM.

08/17/21 J. Favreau