



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

Board of Trustees September 8, 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; Jill Dugas Hughes; Anthony Repicky
UHLS Staff: Tim Burke; Jona Favreau; Joe Sherry
Guests: Mike Zovitoski, UHY

4:38 PM – Virtual meeting called to order by A. Booth, President.

I. OATH OF OFFICE

A. Booth administered the Oath of Office to Anthony Repicky (beginning his first five year term. J. Favreau will file the paperwork with Albany County.

II. MINUTES

MOTION: S. Keitel moved to approve the July 14, 2021 Minutes. M. Savage seconded. Unanimous.

III. FINANCIAL REVIEW

T. Burke introduced Mike Zovistoski to go over the Upper Hudson Library System Financial Review. M. Zovistoski guided the UHLS board through the Financial Review with no questions asked.

MOTION: J. Dugas Hughes moved to accept the 2020 UHLS Financial Review. S. Keitel seconded. Passed.

IV. DIRECTOR'S REPORT

T. Burke highlighted the following in his written report:

- Building Tenant Updates: A few weeks ago UHLS was officially notified that another of our building tenants, NYSCASA, has decided not to renew their lease at 28 Essex. Their lease terminates on 12/31/21 so we expect them to vacate on or before that date. We have been in contact with a broker to help us fill these two spaces.
- Federal Funding for Libraries: In the coming months we expect to be hearing about several federal funding programs for libraries that are small parts of the massive federal aid programs that are being put in place by the Biden administration. ARPA (American Rescue Plan of 2021) and Build Back Better Act are both programs we are anxiously waiting for more information on. T. Repicky asked if these funds could be used retroactively – still waiting for the final details, but that would be great!

- UHLS Website Project: The UHLS staff has started on a project to update the UHLS website, with J. Favreau taking the lead. In addition to refreshing the look and feel of the site, we will also be moving to a CMS (content management system) that allows all staff to do more of their own updating of information and pages, rather than having that work assigned to one staff member as we do with the current site.

V. COMMITTEE REPORTS

Finance Committee

F. Wobrock noted that on the August Treasurer's Report one can see that the building restricted account has increased – this was the leftover PPP funds available after paying off the mortgage. Taking a look at the Purchase Journals, UHLS paid for the financial review through UHY, the CARES Act funds were distributed to member libraries, a renewal license for GTM was purchased, and LLSA payments were issued.

MOTION: The Finance Committee moved to adopt the July and August Treasurer's Reports and Purchase Journals. A. Booth seconded. Unanimous.

Services Committee

Y. Terplak reported that 10 member libraries and UHLS submitted 11 applications for Construction Aid this year and after looking at multiple scenarios, the committee is proposing to award funds to all applicants, with an even 6.7% reduction to all of the maximum award amounts.

MOTION: The Services Committee moved to award all 11 member libraries with Construction Aid at a 6.7% reduction to their requested ask. L. Scoons seconded. Unanimous.

UHLS received a last and final allocation of 2021 Construction Aid funds from NYS and the committee suggests giving it to COHS and GUIL to bring them up to a full 75% (they were the last two libraries remaining eligible for additional funds).

MOTION: The Services Committee moved to award COHS and GUIL with the additional 2021 Construction Aid funds to bring their maximum award up to the full 75%. A. Booth seconded. Unanimous.

T. Burke explained that there were no changes made to the previous Plan of Service (POS) document and the committee reviewed the document and agreed to present it as is to the Board for approval / submission to NYS.

MOTION: The Services Committee moved to approve the POS document for submission to NYS. M. Savage seconded. Unanimous.

T. Burke explained that there weren't changes to be made to the previous Central Library POS document and the committee reviewed the document and agreed to present it as is to the Board for approval / submission to NYS.

MOTION: The Services Committee moved to approve the CLPOS document for submission to NYS. S. Keitel seconded. Unanimous.

T. Burke received a lot of great feedback from J. Dugas Hughes regarding the current Free to Direct Access Plan and there is no new plan until everything has been reviewed and considered by the committee.

VI. OLD BUSINESS

2021-2022 UHLS Board Committee Assignments: After reviewing the results from the survey,

A. Booth announced the following committee assignments:

- Finance: F. Wobrock, J. Dugas Hughes, E. Greenstein, T. Repicky
- Services: L. Scoons, J. Marino, Y. Terplak, A. Way
- Administration: T. Ricard, S. Wyner, M. Savage, C. Engel

J. Favreau will email out a copy of the new committee list.

UHLS Board Meetings Discussion: After a brief discussion, the Board collectively decided to continue meeting virtually and will reassess as the numbers change.

VII. NEW BUSINESS

VIII. TRUSTEE REPORTS

EGRN (C. Engel): Shout out to J. Dugas Hughes has recently updated the COVID report and safety measures for the library. With this change, J. Dugas Hughes shared that they'll be offering some indoor programming with limited capacity.

ALTM (Y. Terplak): The Director Joe Burke has started a ukulele meetup outside in the park on Tuesdays.

MOTION: Y. Terplak moved to adjourn. M. Savage seconded. Unanimous.

Meeting adjourned at 5:57 PM.

09/28/21 J. Favreau