



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

**Board of Trustees
July 13, 2022**

PRESENT: Evelyn Greenstein; Yvette Terplak; Lisa Scoons; Susan Keitel; Marcy Savage; Fred Wobrock, Jr.; Arlene Way; Jackie Marino; Camille Engel; Antonio Booth; Joe Burke
Excused: Scott Wyner
Absent: Tara Ricard
UHLS Staff: Tim Burke; Jona Favreau

4:39 PM – Meeting called to order by A. Booth, President.

I. OATH OF OFFICE

A. Booth administered the Oath of Office to Joe Burke (beginning his first five year term). J. Favreau will file the paperwork with Albany County. A. Booth welcomed J. Burke, who will be representing the Directors Association.

II. MINUTES

MOTION: Y. Terplak moved to approve the May 11, 2022 Minutes. M. Savage seconded. Unanimous.

MOTION: C. Engel moved to approve the June 3, 2022 Minutes. E. Greenstein seconded. Unanimous.

III. DIRECTOR'S REPORT

T. Burke highlighted the following in his written report:

- NYS Construction Aid 90%/10% Option Update: The law has been revised to allow a system to award up to 50% of its total annual allocation to 90% awards and DLD has developed a workable system to determine eligibility for individual libraries. There are 7 UHLS member libraries that are eligible and they've been notified. A. Booth asked if the 75% funding option was still on the table – yes, and 21/29 of our member libraries are eligible for that amount. J. Marino asked if this 90/10 funding option was available for this year's applicants – yes!
- T. Burke pointed out that this will be the last month that M. Fellows will be reporting on the Racial Equity Committee; J. Wines has been appointed chair and the name has been changed to the Equity Committee. J. Marino asked if registration has picked up among member libraries and if any changes are going to be made to the training since the UHLS Board completed it. Three hilltown libraries are combining to complete staff training this Friday and RCSC is going to commit this fall once the new director starts. M. Savage

asked if this training would count toward the new trustee education requirement in 2023 – yes!

IV. COMMITTEE REPORTS

Finance Committee

F. Wobrock noted that while it looks like we have a bigger deficit than this time last year on the June Treasurer's Report, in 2021 we had received more state aid that was owed to us from 2020 by June. We have plenty in reserves to last us until we receive state funding. J. Burke asked if we've thought about changing fiscal years to a school year to be more in sync with when we receive state aid. T. Burke thinks all systems are required by law to be calendar year, but will look into it. J. Favreau noted that for reporting reasons to DLD and the Comptroller, it is easier to be on a calendar year.

F. Wobrock noted the following on the May Purchase Journal: annual NYLAS Excelsior dues were paid, an annual ALA membership for M. Fellows, Meraki firewalls were purchased for the member libraries (to be reimbursed), a coordinated purchase of RIF books was done, and a purchase for digital programming was made on behalf of the Outreach department.

F. Wobrock noted the following on the June Purchase Journal: a \$500 honorarium payment to our speaker at the Annual Celebration and a \$20k payment to Midwest Tape which is Hoopla content for our member libraries. All other payments are routine.

MOTION: The Finance Committee moved to adopt the May and June 2022 Treasurer's Reports and Purchase Journals. M. Savage seconded. Unanimous.

Nominating Committee

E. Greenstein read the slate of officers for nomination:

President – Susan Keitel

Vice-President – Jackie Marino

Treasurer – Fred Wobrock Jr (In order to serve in this position for more than 3 consecutive years, Fred will require at least a 2/3 majority vote for reelection.)

Secretary – Yvette Terplak

MOTION: The Nominating Committee moved to appoint the slate of officers as presented. A. Booth seconded. Unanimous.

E. Greenstein thanks S. Wyner and T. Ricard for serving on the committee and she also thanked A. Booth for his years of service as President.

V. OLD BUSINESS

Open Meetings Law Resolution Update: With S. Wyner's helpful review, T. Burke has some additional work to do on the required documentation. The board will likely be taking action on this process in the fall at either the September or October meeting.

VI. NEW BUSINESS

As newly elected President, S. Keitel appointed A. Booth and J. Burke to the Finance Committee.

Construction Project Transfer: The paving project of the east lot at 28 Essex has been completed. The Finance Committee is making the recommendation to transfer \$38,965 from the restricted building account to the operating checking account. When UHLS staff receives the aid check from NYS, they will deposit those funds back into the restricted building account.

MOTION: Y. Terplak moved to transfer \$38,965 from the restricted building account to the operating checking account to cover the NYS Construction Aid paving project. C. Engel seconded. Unanimous.

Proposed Amendments to UHLS 2022 Budget: With the increase in cost for delivery due to the rise in gas prices (fuel surcharge) and the increased service charge that was implemented in April, the UHLS staff amended the 2022 budget to reflect these changes. A couple of changes have been made to decrease the hit, however the budget is still showing a deficit. As the year progresses, T. Burke will keep the Board up to date with spending should a transfer from savings be needed.

MOTION: The Finance Committee moved to adopt the amended 2022 UHLS budget. J. Burke seconded. Unanimous.

J. Burke added that back in 2020 when UHLS was facing a 20% reduction in state aid unexpectedly due to the pandemic, there was overwhelming support from the Directors to support UHLS by increasing the UHLAN fee if it meant delivery would stay as is.

August meeting: T. Burke confirmed that there wasn't any pressing business to be completed in August that would require a meeting, however, the Services Committee will most likely need to meet at least once to review NYS Construction Aid applications. Consensus from the trustees was to cancel the August meeting.

VII. TRUSTEE REPORTS

A. Booth (RCSC): RCSC has a new director starting July 25, Lisa Neuman!
M. Savage (COLN): COLN has an outstanding summer reading kickoff with hundreds (750+) of participants! There were pony rides, face painting, a DJ and pizza for community members waiting outside after signing up and mazing through the library inside. COLN did experience a challenge of materials last month over a Pride display.

- L. Scoons (BETH): BETH has officially joined the fine free club! They waived a number of outstanding fines during the process. They also welcomed a new trustee.
- J. Marino (VAFL): VAFL is hosting the “Branching Out” mural from APL and while the welcoming program wasn’t well attended, it’s one that many are still talking about with others. It’s been a very positive experience for the library and village. J. Burke shared that ALTM will be hosting the mural after VAFL and will reach out in regards to local artists.
- A. Way (APLM): Last night the APL board welcomed four new trustees! They’ve all committed to completing the CORE training with UHLS once the new Executive Director starts in August.
- E. Greenstein (TROY): Tonight the local development committee in Troy is meeting to award downtown revitalization funds to the community applicants – TPL applied for Part I of a large HVAC project. Last night the board held a public hearing re: OML – it passed. If your member library/board has any experience with succession planning and continuity of service, please reach out to her.
- C. Engel (EGRN): East Greenbush also had a successful kickoff to the summer reading program. If you haven’t checked out their social media accounts yet, she highly encourages everyone to – the staff has been stepping up and it’s impressive!

MOTION: E. Greenstein moved to adjourn. L. Scoons seconded. Unanimous.

Meeting adjourned at 6:01 PM.

07/14/22 J. Favreau