



OFFICERS

President: Susan Keitel
Vice-President: Jackie Marino
Treasurer: Fred Wobrock, Jr.
Secretary: Yvette Terplak

Board of Trustees November 9, 2022

PRESENT: Fred Wobrock, Jr.; Evelyn Greenstein; Yvette Terplak; Lisa Scoons; Scott Wyner; Susan Keitel; Joe Burke; Corie Dugas; Jackie Marino; Marcy Savage; Camille Engel; Arlene Way.

Absent: Tara Ricard; Antonio Booth.

UHLS Staff: Tim Burke; Judith Wines.

- I. **I. 4:38 PM** - Meeting called to order by S. Keitel, President.

II. Minutes

Motion: A. Way moved to approve the October 12, 2022 meeting minutes with the following changes:
Revise the last sentence of the Finance Committee report to read “did also include the “pass through” of the NYS Central Library Aid to Albany PL.” (on p.2)
Revise the third sentence of the Services Committee report to read “All of the central library aid is now combined into one fund...” (on p.2)
Y. Terplak seconded. Motion carried unanimously.

III. Executive Director’s report

- Additional information was provided about Unite Against Book Bans and it was noted that action on this item was further along in the meeting agenda.
- Legislative support for member libraries – NYS Senator Neil Breslin let us know that six \$16,500 special legislative funding awards were set aside for five libraries in his district (two different locations of APL were earmarked). In addition, Assembly member Jake Ashby arranged for a \$25,000 grant for Castleton Public Library. The funds are unrestricted. This good news serves as a reminder that UHLS and the member libraries need to keep advocacy lines open with their

legislators. Assembly member Fahy held a press conference at the Voorheesville PL to announce more than \$220,000 in construction aid for the library.

- UHLAN agreement - eleven member libraries have returned signed agreement forms.
- UHLS Expedition is coming back! Ira Marcks has again agreed to create the artwork based on the successful themes from the previous expedition. The program is scheduled to run April - June 2023. There is an enthusiastic group of both UHLS and member library staff on the organizing committee. More details to follow.
- The 2022 NYLA conference is in the books. It was a successful event with lots of good programs. It was the first conference for the new NYLA director and admin team, so it was especially satisfying to see such a well-organized and attended event. The conference will return to Saratoga Spring in November of 2023.
- UHLS will be once again offering the Board Leadership Team training session on January 17th. This training is intended for the board president and the director from each library. An announcement will go out shortly.

IV. Committee Reports

Finance Committee

F. Wobrock noted that there was a software issue with the generation of the Treasurer's Report for both the period ending 10/31/22 and 9/30/22, which reported a sizable deficit in both the September and October Treasurer's Report. The issue has been identified and the records are being corrected. T. Burke apologized for the error and explained that the preliminary figures for the reporting period ending 10/31/22 reflect that UHLS is actually \$67,000 in the black and is not in a deficit condition at this time. Corrected Treasurer's Reports and Income/Expense Reports for both reporting periods will be provided to the board as part of the next meeting's finance reports. The Finance Committee reviewed the purchase journal for the period ending 10/31/22, which were not affected by the software issue. The highlights noted in the purchase journal include pass-through payments to the member libraries for library fines collected online and a \$6600 payment to UHY Advisors for the annual financial review.

Motion: The Finance Committee moved to accept the October 2022 Purchase Journal. M. Savage seconded. Motion carried unanimously.

V. Old Business

The Finance Committee reviewed the proposed 2023 UHLS budget at its October meeting and the rest of the Board received a copy of the budget and a summary document for consideration several weeks ago. T. Burke said that he received no comments or questions regarding the budget information from either the Finance Committee or the Board.

A recent meeting with the health insurance broker provided an actual cost for health insurance in 2023 and the number is very close to the budgeted amount. As is practice, the budget projects

flat funding from NYS. A 2.5% salary adjustment for all staff is also built into the budget. The new UHLAN fee is reflected in the budget, as is the new delivery contract.

Motion: The Finance Committee recommended the adoption of the proposed 2023 UHLS Budget as presented. Y. Terplak seconded. Motion carried unanimously.

Discussion by the UHLS Board on signing UHLS up as a partner organization to the Unite Against Book Bans initiative.

Motion: Y. Terplak moved that the UHLS Board approve signing on as a partner to the Unite Against Book Bans initiative. C. Dugas seconded. Motion carried unanimously.

The Board resumed the ongoing discussion of the role of UHLS representative trustees. Keitel asked if the libraries represented by UHLS trustees understand how they are represented on the UHLS board. A. Way suggested a document that summarized UHLS role and services. S. Keitel asked how UHLS trustee meetings differ from the Directors' Association (DA), particularly in regards to reporting back to member library boards. T. Burke replied that the DA's focus is usually more on operational matters and sharing information, questions and advice among the directors. S. Keitel suggested that informal advocacy could be a role for the UHLS Board. Additionally, UHLS board members have a relationship with UHLS that is a separate relationship from the library directors' relationship with UHLS. J. Marino noted that when she joined the UHLS Board, she took it upon herself to visit her represented libraries for unannounced "listening tour." She advocated for informal visits as a way to keep anxiety levels lower. T. Burke suggested soliciting for items from represented libraries for Trustee Reports at the UHLS Board meetings. M. Savage noted that COLN has been welcoming to her as their UHLS Board representative.

VI. New Business

S. Keitel raised the question of a December meeting. Traditionally the Board does not meet in December.

Motion: S. Keitel moved that there be no December meeting. J. Marino seconded. Motion carried unanimously.

VII. Trustee Reports & Recommendations

COLN: M. Savage has been enjoying taking her kids to the Colonie Library and appreciates the return of in person programs. COLN is working on a new strategic plan.

EGRN: C. Engel reports the Library will be fine-free as of 1/1/23. Staff is empowered to waive fees in the interim on a case by case basis.

GRAF: J. Marino attended the open house for the Grafton Community Library's renovations.

SCHG: J. Marino reported that Schaghticoke was in the process of acquiring the property next door and is now in negotiation with the bank who owns the property.

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TROY: E. Greenstein reported that Troy is working on a policy for the new trustee education requirements and asked if libraries have policies on reimbursements for the expenses of trustee training.

Motion: F. Wobrock motioned to adjourn. C Dugas seconded. Motion carried unanimously.

Meeting Adjourned 6:03 p.m.

J. Wines
11/09/22