



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

OFFICERS:

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

Board of Trustees January 11, 2023

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

Excused: Camille Engel

UHLS Staff: Tim Burke; Jona Favreau

4:38 PM – Meeting called to order by S. Keitel, President.

I. MINUTES

MOTION: Y. Terplak moved to approve the November 9, 2022 Minutes. F. Wobrock seconded. Unanimous.

II. DIRECTOR'S REPORT

T. Burke highlighted the following in his written report:

- UHLAN Agreement: The agreement term in the document is incorrect, it will be a three year term per usual. Once the agreements are signed by S. Keitel, he will change the front page to correct the error and send to the Directors. They were made aware of this error at the most recent DA meeting. There was a slight change made to accommodate COLN – J. Burke asked if this makes the agreement different for them. No – the section changed was along the lines of “...that works in conjunction with the oversight of the town of Colonie...”
- Trustee Training: This requirement for board members is effective January 1 and UHLS has responded by adding a webpage to their site.
- Advocacy Day: Will be on Tuesday, February 28th and T. Burke is encouraging in-person meetings, however, will leave it up to the legislator and what they're comfortable with.

Y. Terplak asked how racial equity training has been going – good, a lot are actually starting this month. J. Marino noted that in J. Wines' report, she'll be spending less on non-fiction, why is that? J. Burke explained that there have been changes made on how the Central Library funding can be spent, so UHLS is spending less on non-fiction to offset how the Central Library funds will be used.

III. COMMITTEE REPORTS

Finance Committee

F. Wobrock noted that as of December, year end, we are in the plus. According to the Purchase Journal, an annual one-time payment to NYSLRS was paid in the amount of \$91k. There were a number of eContent purchases made but reminder, these are reimbursed to us by the member libraries. There were also expenses for the Rensselaer County Jail, summing almost \$5k, paid for by the Jail Grant funds. A. Booth asked what the jump was for health insurance. T. Burke explained that there was almost a 10% increase as expected but we've still be able to offer the same two plans to employees for continuity.

MOTION: The Finance Committee moved to adopt the November and December 2022 Treasurer's Reports and Purchase Journals.
A. Booth seconded. Unanimous.

The corrected financials were emailed to each board member prior to the meeting. Cosmetically the reports were incorrect, but the accounting is solid. J. Marino asked if there were any new leads for the rental spaces – unfortunately no. Our agreement with the current agent ends in March, we don't know if switching agents will help but the deadline is on our radar. Y. Terplak was curious if we've considered the hotel model of allowing community members space as needed – yes, but it may be more than what our staff can manage.

IV. OLD BUSINESS

S. Keitel would like to strengthen the bonds for the libraries we represent. Not all UHLS board members serve on a board, specifically those representing small member libraries. Since the last conversation, T. Ricard has reached out to three libraries. They thanked her for reaching out but she hasn't heard from them since. J. Burke enjoys the annual meeting setting – having the opportunity to mingle and share is something his board members look forward to. A. Booth noted that it's best to show up to the board meetings because they're all functioning as they should be and probably don't need us as much as we think. L. Scoons noted that many board meetings are still offering virtual options, so there's no need to travel. T. Burke added that the expedition is coming up this summer, maybe we can brainstorm on how we can all see the most libraries.

V. NEW BUSINESS

F. Wobrock is interested in preparing a financial document for the board to review to help everyone better understand the financials and what goes into each report. He's interested in hearing what they'd like explained. S. Keitel expressed that each board member should be able to read a Treasurer's Report to know where the organization stands. Y. Terplak appreciates the summary and reminders from F. Wobrock each month. S. Wyner is confident with what the finance committee presents to the board, as financials aren't his strongest interest. J. Burke noted that his board reviews 1-2 policies every month, maybe we could do that but budget related.

VI. TRUSTEE REPORTS

Y. Terplak (ALTM): It was wonderful to have the ALTM library participating in the Winter Fest again, as the event had been paused the last couple of years. J. Burke added that each year for this festival they've had a

fundraiser called Library Lights. Community members submit names to honor at \$5 a name – they read off 450 names this year! It's a fundraiser, but it also builds a strong sense of community year after year.

A. Booth (RCSC): Their new director has been there for 6 months now and the board is pleased with her enthusiasm. The board will start racial equity training this month.

M. Savage (COLN): Board has begun reviewing the 2k+ survey responses they received and will use that feedback for their strategic plan. A couple of neat stats worth sharing: COLN serves about 83k residents and they had over 122k visits last year – that's about 13k visits a month! The energy is back at their library.

S. Wyner (STEP): They've always had trouble recruiting trustees, as the roles takes a lot of time due to the small staff at the library, but they have a healthy board culture right now, with a wide variety of interests and skills.

L. Scoons (BETH): The board decided to join the campaign Unite against Book Bans. They were on the fence about this because they didn't know if the organization could go political S. Wyner of STEP stated that board also considered the potential pushback from the community but wanted to make a stand anyway!

C. Dugas (GUIL): Also joined the campaign Unite against Book Bans with no resistance.

E. Greenstein (TROY): The board also joined the campaign Unite against Book Bans. They also worked to pass the trustee education requirement and a procedures policy.

MOTION: A. Booth moved to adjourn. M. Savage seconded. Unanimous.

Meeting adjourned at 6:06 PM.

01/24/23 J. Favreau