



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

**Board of Trustees  
January 10, 2024**

PRESENT: Susan Keitel; Evelyn Greenstein; Fred Wobrock, Jr.; Corie Dugas; Yvette Terplak; Arlene Way; Debbie Carr; Lisa Scoons; Jackie Marino; Scott Wyner; Joe Burke; Tara Ricard  
Excused: Camille Engel; Marcy Savage  
UHLS Staff: Tim Burke

3:34 PM – Meeting called to order by F. Wobrock, Treasurer.

**I. CALL TO ORDER**

S. Keitel called the meeting to order at 4:36pm.

S. Keitel alerted the trustees that she would be sending each board member an email seeking feedback on the operation of the board and the board meetings. The message will invite suggestions, input, ideas for changes to improve the board function and experience.

**II. MINUTES**

**MOTION:** S. Wyner moved to approve the November 2023 Minutes.  
L. Scoons seconded. Unanimous.

**III. DIRECTOR'S REPORT**

T. Burke highlighted the following in his written report:

- The final meeting schedule for UHLS for the 2024 Library Advocacy Day is complete and has been shared with the member libraries and the UHLS Board. UHLS trustees are reminded that because they represent all of the member libraries, they are welcome to attend and participate in any of the meetings.
- UHLS provided trustee training opportunities will be expanded for 2024 in response to the increased need resulting from the NYS trustee training requirement.
- UHLS is planning for a new website in 2024. It will be designed in WordPress and the work will be done in-house (not requiring an outside contractor) led by Jona and Joe Thornton.
- UHLS is considering alternatives to hiring a replacement for Rawdon Cheng's position when he retires on March 1<sup>st</sup> of this year. One of the ideas is to retain Rawdon as a contracted on-call consultant for a limited number of hours each week. The several advantages of this approach would be that it could be tried for a time to see if it worked and if it was not effective, UHLS could open a search to fill the position at any time in

the future; it would provide a great deal of peace of mind to the libraries and to the UHLS administration knowing the Rawdon was still on-call; and it would be a significant cost savings measure at a time when we are entering into a time of fiscal challenges. No decisions have been made, but this is being looked at very closely.

- On behalf of the UHLS staff, T. Burke thanked the UHLS Board once again for their thoughtful holiday breakfast event. It was very much appreciated...and enjoyed by the staff. The possibility of institutionalizing this as a way to enable to UHLS Board to acknowledge and appreciate the UHLS staff on an annual basis is something for the Board to consider.

## V. COMMITTEE REPORTS

### Finance Committee

F. Wobrock explained that the board has received monthly financial reports for both November 2023 and December 2023. Looking at the December Treasurer's report, he noted that we're starting the year in a deficit position as we begin the long wait for NYS funds to be paid out. He reminded the board that this will continue until July when NYS funding typically comes through and that this is our routine in terms of the system's finances. Looking at the Purchase Journals for both months, F. Wobrock noted several items of interest and J. Marino brought up a tangential discussion about digital material for book clubs that was briefly discussed.

**MOTION:** The Finance Committee moved to adopt the November 2023 and December 2023 Treasurer's Reports and Purchase Journals. Y. Terplak seconded. Unanimous.

## VI. OLD BUSINESS

There was no old business.

## VII. NEW BUSINESS

There was no new business.

## VIII. TRUSTEE REPORTS

J. Burke (ALTM/DA)

J. Burke reminded the board that NYLA was hosting some pre-advocacy day activities on Tuesday 2/6 at the new host hotel – the Renaissance Albany Hotel. He also mentioned the New Yorker's for Better Libraries PAC fundraiser which will be held on Tuesday 2/6 from 5pm to 7pm at the Hallow Bar in Albany. All library advocates are encouraged to attend all of these events.

J. Marino (VAFL):

J. Marino shared an informal fundraising idea...her family has "evolved" their holiday gift giving to focus on donations to worthy causes in place of traditional gift exchanges and this year her entire family made a group donation to the Valley Falls Free Library.

S. Keitel asked for a motion to adjourn the meeting

**MOTION:** C. Dugas moved to adjourn. S. Wyner seconded.  
Unanimous.

Meeting adjourned at 5:45 PM.

1/11/24 T. Burke