



OFFICERS:
President: Susan Keitel
Vice-President: Marcy Savage
Treasurer: Fred Wobrock, Jr.
Secretary: Scott Wyner

**Board of Trustees
November 13, 2024**

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

I. CALL TO ORDER

S. Keitel called the meeting to order at 4:35PM.

II. MINUTES

MOTION: C. Engel moved to approve the October 9, 2024 Minutes.
D. Carr seconded. Unanimous.

III. DIRECTOR'S REPORT

T. Burke apologized for the delay in getting the report out – last week was the NYLA conference. Good news for us, it sounds like it'll be held in Saratoga for the next 5 years.

D. Carr asked if anyone was hurt at APL (reading the break-in update from Judith) – no, it occurred during the early morning hours when the library was closed. The Arnoff delivery staff acted swiftly and handled the situation appropriately.

IV. COMMITTEE REPORTS

Finance Committee

F. Wobrock noted that our balance is great, as we received a number of state grants last month including the Central Library funds and Outreach grants. We also earned \$9,500 in interest and collected almost \$90k in UHLAN membership fees. Looking at the Treasurer's Report, he noted the restricted fund amounts are increasing due to the interest from NYLAF.

The Purchase Journal reflects payments to UHY for the annual financial review, an ERO payment to APL, and roughly \$3k to the member libraries for the fines and fees collected in the third quarter.

MOTION: The Finance Committee moved to adopt the October 2024 Treasurer's Report and Purchase Journal. T. Ricard seconded. Unanimous.

Administration Committee

M. Savage noted that these are timely conversations with recent events and visitors to the UHLS Board meetings. The committee met to review the proposed Public Comment Policy and thanked S. Wyner for his clear lens – he was able to make suggestions for improvement, which are reflected in the copies distributed to the full board now. L. Scoons noted that BETH has two public comment periods during each meeting. She’s found that there’s a misconception from the public that this is a conversation; the board is there just to listen. They do make that announcement that there will be no comment after anyone chooses to speak. C. Engel suggested an edit to the first paragraph noting that the community has the opportunity to be heard, not participate in our meetings. That change was agreed upon by those in the room.

MOTION: The Administration Committee moved to accept the Public Comment Policy as proposed with the suggested edit documented by M. Savage. D. Carr seconded. Unanimous.

M. Savage also noted that the committee reviewed the proposed Social Media Policy. L. Scoons noted by experience that it’s great to have a policy on hand but be aware, there could be challenges to the definition of hate speech, etc.

MOTION: The Administration Committee moved to accept the proposed Social Media Policy. C. Engel seconded. Unanimous.

S. Keitel would prefer the public comment item to be near the end of the agenda before trustee reports, unless there are objections – none.

V. OLD BUSINESS

Proposed 2025 UHLS Budget: T. Burke did not get any additional questions or comments after sending out the budget to the full board with the summary. D. Carr asked if the staff was still at 35 hours – yes. C. Engel asked if 3% was what they’d like to have in the budget as a staff increase – not other suggestion was made.

MOTION: The Finance Committee moved to accept the proposed 2025 UHLS Budget as presented. M. Savage seconded. Unanimous.

Staff holiday gathering: the group agreed upon Wednesday, December 11 as a breakfast again. C. Engel will email the group to organize who is bringing what. S. Keitel acknowledged that not everyone can take time off but it is wonderful if you can swing it.

VI. NEW BUSINESS

MOTION: C. Dugas moved to cancel the December meeting. L. Scoons seconded. Unanimous.

T. Burke shared with the board that after much consideration, he will be retiring in early 2025. UHLS is as strong as it’s ever been, and stable, and feels like he has the chance to hand over something really special. Based on the pay periods, his last day will be Friday, April 11. This is

the best board he's had the opportunity to work with – thank you! The DA will be told tomorrow, along with PULISDO.

S. Keitel shared that she'll appoint a search committee, who will review the job description and ad in December. She'd like to have that posted in early January, with review of candidates starting in February. The goal is to have someone start the day after he leaves, without any overlap, but acknowledges that there may be a time of transition without an executive director which would require the board to appoint an interim director. In early 2025 she will be advancing budget amendments as needed due to this change.

VII. TRUSTEE REPORTS AND RECOMMENDATIONS

- S. Keitel (WSTR): WSTR has had bake sales for years and decided to have one at the dump one random Saturday, because that's where everyone in town goes on a Saturday. They made \$800! However, someone turned them in to the Dept. of Agriculture and Markets... so not more bake sales for them.
- D. Carr (RCSC): Sweets with Santa from Around the World happening on 12/14. On 12/7 they are participating in the local parade with the same theme.
- C. Engel (EGRN): EGRN is in the middle of an extensive construction grant project!
- E. Greenstein (TROY): As of last evening, she's been replaced – this will be her last meeting. It has been a wonderful experience – she has learned so very much and will miss this in a way she cannot express.
- E. Greenstein (TROY): They are hosting their 2nd annual Fall Fest Saturday, October 19th from 12-4PM – everyone is invited!
- L. Scoons (BETH): They have a big bond vote coming up on December 12th – a whole lot of outreach is ramping up.
- M. Savage (COLN): The day of the last board meeting, the library lost power so the meeting was canceled. T. Burke noted that a generator is a great construction project!
- C. Engel (GUIL): Fall programming at the library has been fantastic! Their Read or Treat event had 800 participants! They've also had a speed friending program (like speed dating) for adults that will be coming back, along with a make your own mocktails event.
- S. Wyner (STEP): STEP is hosting a Trivia Night this Saturday and a Day after Thanksgiving Sale at the library – he'll be there selling his handmade pots.
- F. Wobrock (BRUN): They had their memorial bricks laid out by a landscaper and now that people are seeing them, more people are interested in purchasing them.

MOTION: S. Keitel moved to adjourn, toasting T. Burke. T. Ricard seconded. Unanimous.

Meeting adjourned at 6:04 PM.

11/29/2024 JF