



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

**Board of Trustees**  
**March 12, 2025**

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

**I. CALL TO ORDER**

M. Savage called the meeting to order at 4:34PM.

**II. MINUTES**

**MOTION:** Y. Terplak moved to approve the February 12, 2025 amended minutes. J. Burke seconded. Unanimous.

**III. DIRECTOR'S REPORT**

In response to T. Burke's report, J. Burke asked how long we're in a contract with III – five years, the contract expires at the end of 2026.

Advocacy news as of yesterday: Both the senate and assembly budgets include an increase for library services and construction aid. These two budgets plus the Governor's budget will get negotiated over the next month and hopefully April 1 we'll get the results. More call to actions will probably come soon via email! S. Wyner noted that the increased federal funding cuts will make the budgeting process more difficult. The state will need to figure out how to fill the gaps, but these may not be until later after the budget is finally approved.

An update not in the written report: we think we're going to have some good news about both tenant spaces at the April meeting. More information to come.

**IV. COMMITTEE REPORTS**

Finance Committee

On the Treasurer's Report, F. Wobrock noted that we're in the negative by almost \$60k but for those of you who are new, that is typical until we receive state funding later in the year. Our number is spot on to last year's number. We earned about \$5k in interest last month and the Automation Restricted account was reduced by \$3,500 per last month's board meeting authorizing the withdrawal for the Library Calendar project. February's Purchase Journal included an unexpected expense to fix the pipe that burst back in January in the boiler room, the final payment for the snow contract, the \$3,500 Library Calendar expense, postage funding for

the year and we returned funds to the RCS Friends group now that they are official.

**MOTION:** The Finance Committee moved to adopt the February 2025 Treasurer's Reports and Purchase Journals. D. Carr seconded. Unanimous.

## V. OLD BUSINESS

*Evaluation of the Executive Director:* J. Burke reached out to some of the other system directors in the state to see if they have evaluation processes. He's wading through those responses and could have a recommendation at S. Keitel's request.

*Evaluation of the Board:* D. Carr has been reviewing how boards decide to evaluate themselves and how frequently – she's finding most commonly every two years. She'll bring several options to the table to discuss for implementation in the fall. T. Burke noted that a graduate student team from UAlbany evaluated the UHLS board in 2016 – he'll pass that information along for reference.

*Search Committee:* M. Savage shared that the committee has been working quite hard over the last month. They had received a number of resumes, narrowed it down to two candidates, one in-person interview and public presentation happened last week and the second is tomorrow – reminder: you're all invited. When we meet on April 9, the committee will have a recommendation for the full board. D. Carr asked why there will be only one candidate recommended to the board. M. Savage explained that the committee has worked very hard over the last two months and took this role very seriously. There has to be a level of trust in your colleagues on the committee. Every trustee is welcome to provide feedback to the committee following the second presentation. T. Burke noted that the search process is following what UHLS recommends to all of our member libraries. C. Dugas added that the full board will have the option to discuss both candidates in executive session when it comes to it, but recommending one candidate is typically the norm.

## VI. NEW BUSINESS

As discussed earlier and in the Director's report, UHLS is being forced to upgrade to Vega through III. We've received a quote for \$23,500 for the one-time implementation fee, but T. Burke is working on negotiating that amount lower. We won't be invoiced until the features are live. J. Burke reiterated that it was a great product that he's personally used and is excited to see what it can bring the UHLS member libraries and users.

**MOTION:** J. Burke moved to withdraw up to \$23,500 from the Restricted Automation account to cover the implementation costs for Vega. Y. Terplak seconded. Unanimously passed.

The 2024 UHLS Annual Report has been completed and officially submitted to DLD. A copy was distributed via email, does anyone have any questions or suggested edits – no. There weren't any surprises seeing as the organization is on a cash basis and the report is submitted on a cash basis – it's basically a different form of the reconciled budget that was shared last month.

**MOTION:** C. Dugas moved to approved the 2024 DLD Annual Report as presented. S. Wyner seconded. Unanimously passed.

## **VII. TRUSTEE REPORTS AND RECOMMENDATIONS**

- S. Macinski (APL): Date night at APL last month was super fun! She's now suggesting a Library Olympics.
- D. Carr (RCSC): They had a radiator spring a leak which resulted in a closure due to a lot of damage. They hosted a very popular program recently: Meet the Piggies! It was standing room only to meet this duo. Idea for a future fundraiser: Kiss the Pig! They also hosted a hot chocolate meet and greet for potential board candidates.
- J. Burke (ALTM): The Air National Guard hosted a preparedness event with a lot of good information presented. They like to host multiple events in the same community because word spreads how useful the information is. – he'll share their information upon request. At the most recent DA meeting, the group discussed Hoopla and their frustrations. It's eating up a large chunk of their digital materials budgets. Some member libraries have made some borrowing changes for their patrons and they will review in a couple of months to see if they are worth making system-wide. The UHLS Automation Advisory Committee is going to review.
- R. Drysdale (TROY): Carolyn Fagan will be the new UHLS representative to the board starting next month.  
Does anyone have a social media policy for staff and trustees?  
RCSC and BETH do!  
The TPL board is looking to host a retreat, any recommendations?  
S. Macinski cautioned that expectations should be made very clear (retreat vs. strategic planning). UHLS has hosted some in the past with different trainings for different lengths of time.  
They've hired a new head of circulation!  
UHLS provided some board training over the last month – thank you!  
She's looking for virtual programming suggestions, as they've been closing a lot lately and may need to close a branch while hiring is restored. Or does anyone else partner with community organizations? RCS works at the local senior center and the churches up their rooms sometimes. They also deliver books to those who are homebound and go to the schools as well. T. Burke noted that it's a very delicate balance of needing a funding increase but also giving the community the opportunity to experience the library. J. Burke suggested they shift to Make & Takes, community scavenger hunts – programming with low staff impacts that volunteers or the friends can help with. M. Fellows added that food related programming has a big splash and is always popular –

**Board Meeting 03/12/2025**

maybe pull in Honest Weight. Think virtual programmers or even a tiny desk concert. UHLS is here to help!

L. Scoons (BETH):

The TPL Board is also looking for one more trustee.

Discussions have begun to replace her seat on the board.

Consensus is that 4:30 is a difficult start time for people who work.

T. Burke reiterated that this decision is made by the board and that he'll follow up via email to hear what's most convenient for the group.

During the bond initiative, the BETH board had issues with the public thinking that the trustees will respond or have discussions during meetings but that's not the time or place. In response, they started hosting board office hours and it's been received well.

M. Savage (COLN):

She's seen legislators holding office hours at local libraries and thinks that's a neat way to bring the community in.

**MOTION:**

T. Ricard moved to adjourn. F. Wobrock seconded. Unanimous.

Meeting adjourned at 6:06 PM.

04/01/2025 JF