



# UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

## SERVICES COMMITTEE

October 9, 2013

**PRESENT:** LouAnne Lundgren, Daniel Curtis, Brian Hartson, Richard Naylor, Mary Muller, Marie Stasiak, Tim Burke, Heidi Fuge

3:00 PM – Meeting called to order by L. Lundgren, Chair

### I. BRUNSWICK LIBRARY VARIANCE REQUEST

On the State Annual Report, the Brunswick Library had checked “no” in answer to the question as to whether the Library had a Long Range Plan. Since this is one of the Minimum Standard requirements, the Library has to seek a Variance. When submitting the Variance Request to UHLS, they explained that the Board and the Director are actively engaged in the planning process and will have a Plan finalized and approved by the end of the Year. T. Burke noted that he felt confident that this would happen.

**MOTION:** R. Naylor moved to recommend Board approval of the Brunswick Library’s Variance Request. B. Hartson seconded. Unanimous.

### II. CONSTRUCTION GRANTS

T. Burke handed out a spreadsheet that he had created showing various scenarios for the awarding of the Construction Grant funds. He noted that the UHLS allotment is \$444,453 and the grant requests total \$1,041,043.

Extensive discussion regarding ways in which the UHLS-developed Guidelines could be used to make the decisions. R. Naylor suggested that those whose projects came under the criteria “b” might be considered priorities and be funded at 50%. (“Increases the effectiveness of library service due to increased building space capacity.”)

T. Burke noted that he had consulted with all of the libraries submitting applications and asked them to prioritize their projects (if requesting funds for multiple projects). He also noted that he had encouraged the libraries to make their projects scaleable so that it would be easier to allocate limited funds. The deadline for submitting the applications to DLD is October 10<sup>th</sup>, however they are aware of the crunch in relation to the timing of the UHLS Board meeting and there is a little leeway for submitting the grant applications.

Further discussion regarding the use of the UHLS Guidelines. D. Curtis suggested that a better, more detailed scoring system would be helpful in considering future applications.

Consensus to grant all of the requesting libraries some construction funds within the acceptable range that would make their projects possible.

The final decision was as follows:

Albany	\$ 22,500	Hoosick Falls	\$ 7,830
Berne	\$102,988	Petersburgh	\$ 15,828
Cohoes	\$ 73,186	RCS	\$ 46,999
E. Greenbush	\$ 27,014	Troy	\$ 36,750
		Watervliet	\$111,358

Consensus to recommend these awards to the Board.

(Copy of the spreadsheet showing the amounts and the projects for which they are allocated will be attached to these Minutes)

Heidi A. Fuge  
10/11/13

**Revised Award Distribution - October 14, 2103 (recommended by the Services Committee )**

Albany Public Library	244,075	75%	183,056	22,500	75% funding for controls project (total \$30,000)
Berne Public Library	319,988	75%	239,991	102,988	50% funding for priority projects - completion of gen'l contractor's work, custom bookcases, window/glass replacement, and computer server (total \$205,977)
Cohoes Public Library	204,534	75%	153,400	73,186	75% funding for windows project (total \$97,582)
East Greenbush Community Library	77,184	50%	38,592	27,014	35% funding for total project
Hoosick Falls (Cheney Library)	10,440	75%	7,830	7,830	75% funding for total project
Petersburgh Public Library	24,352	75%	18,264	15,828	65% funding for total project
RCS Library	178,026	75%	133,519	46,999	50% funding for weatherization, lighting, kitchen, and study rooms projects (total \$93,998)
Troy Public Library	105,000	75%	78,750	36,750	35% funding for total project
Watervliet Public Library	170,775	75%	128,081	111,358	65% funding for total project
	<u>\$1,334,374</u>		<u>\$981,483</u>	<u>444,453</u>	