

# SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **April 19, 2011** at 1 p.m.  
at the System Service Center

## MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, April 19, 2011 at the System Service Center and brought to order at 1:01 p.m. with Vice-President Cheryl Gold presiding.

Present were: Mmes. Gold, Helms, Hoover, McComb, Nemer and Payne, and Mssrs. Jeffords, Mays, Mosher, and Plantier. Also present were: Sara Dallas, Director at SALS, Jennifer Ferriss, Automation Training & Support and Youth Services Consultant at SALS, Christine McDonald, Director at Crandall Public Library in Glens Falls, and Jill Martz, Administration & Finance Manager at SALS.

Absent with prior notice was Dr. Elman.

1. **Approval of Board Meeting Minutes of February 15, 2011:** Mrs. Gold asked if there were any additions or corrections to the minutes of the February 15, 2011 meeting. Hearing none, she declared the minutes approved as distributed.
2. **Treasurer's Report and Monthly Budget Reports for February and March; warrants:** Mr. Jeffords noted that there were no unusual items to note in the February and March reports. Ms. Nemer moved, seconded by Mrs. Helms, that receipt of the February and March Treasurer's and Monthly Budget Reports be acknowledged, and that they be filed for audit. Motion carried. Warrants 2011-3 through 2011-11, A11-2 through A11-3, and TA11-4 through TA11-7 were available for Board perusal.
3. **Director's Report** (in addition to the written report sent out with the Board packets):
  - A. **Joint Automation Report:** The JA staff is working on minor issues with the Polaris 4.0 upgrade. Chris Mundell is working on a new image for the Windows PC; Vista, RFID, etc.

Carol Clingan, Sharon O'Brien, Jennifer Ferriss, and Mrs. Dallas met to discuss ways to get bibliographic data into the database. Purchasing records in bulk is a possibility. More information will follow.

The JA staff will experience some disruptions; Laura Baker will be out on maternity leave starting May 31<sup>st</sup>, Michele Largeteau will be out due to family illness.

There will be a demonstration of a product called "Collection HQ." This product uses libraries circulation data to manage collections, weeding and purchasing.

When Mrs. Dallas goes on field visits, the JA staff is always highly complimented. Mary Hanley is noted for her patience with computer problems and issues.

- B. **Other:** Mrs. Dallas received a letter from the Adirondack Community Trust regarding possible funding for Adirondack area libraries. She is working with North Country Library System and Clinton-Essex-Franklin Library System to make a presentation on May 15<sup>th</sup>. Due to the vision

of Mike O'Connor and Mary Nicholaou, SALS members are able to provide virtual library services to their communities.

No news regarding construction funds approved by SALS last September. There will be another round of construction funds. Libraries are being made aware of this grant cycle. Possible projects include a new roof for Caldwell-Lake George Library, an addition for Mechanicville District Public Library, and possible expansion and roof for Greenwich Free Library. The Division of Library Development suggests libraries gather the information now so as to be ready when the grants are announced. They will be due at DLD in October, 2011.

SALS and its membership will see about a 22% reduction from full funding. Supplemental Aid has been included in education law. Due to good decisions made by SALS Board, SALS is financially stable for 2011.

SALS Plan of Service 2011—2015 is moving forward. Carson Block will be here Wednesday the 27<sup>th</sup> to determine the best next steps regarding technology and library services.

The Central Library Committee will meet shortly when a date is determined.

Julia Helms spoke with Jordan Hornstein. He is willing to represent Hamilton County.

The Annual Dinner invitations are in the mail. This will be a great evening shared with the Capital District Library Council. The speakers, George Needham and Joan Frye Williams, are knowledgeable and entertaining.

4. **Committee Reports:**

- A. Audit & Finance: The New York State Aid Budget application for 2011-2012 needs to be ratified.
- B. Building: Mr. Mays, Chair of the Building Committee, reported that the Building Committee met and toured SALS building to determine possible ways to reconfigure work spaces and help reduce heating costs, be more efficient, and possible other uses for available spaces. The Committee will meet again on May 13<sup>th</sup>.
- C. Bylaws Committee:
- D. Central Library Aid and Services:
- E. County Aid Coordinators:
- F. Library Services:
  - i) *Library Program of the Year*—Mrs. Gold, Chair of the Library Services Committee, reported that the Committee met prior to the Board meeting and discussed the nominations for 2010 Library Program of the Year. The Committee recommends recognizing Saratoga Springs Public Library for their program “*Video Game Design Lab for Teens*” and the Town of Ballston Community Library for their program “*Camp Half Blood Overnight Event*” for the 2010 Library Program of the Year. Mr. Mays moved, seconded by Mrs. Helms, that these two libraries be recognized for their programs. Motion carried.
- G. Personnel:
  - i) *Library Trustee of the Year*—Ms. Hoover moved, seconded by Mr. Plantier, that Hal Heusner from the Bolton Free Library, be recognized as 2010 Library Trustee of the Year. Motion carried. No other nominations were received.
- H. Trustee Nominating:

- i) Vacancy in Hamilton County: Mrs. Helms, Chair of the Trustee Nominating Committee, offers the name of Jordan Hornstein from Long Lake. Mr. Hornstein is currently President of the Board of Trustees of the Cornelius Vanderbilt Whitney Long Lake Library.
- ii) Expiring term in Warren County: Dale Nemer has completed the partial term created by the death of Dick Merrill. She has agreed to have her name considered for her first full five year term.

5. **Unfinished Business**:

- A. Search for Hamilton County Representative: covered under Trustee Nominating Committee.
- B. SALS Annual Meeting: SALS Annual Meeting will be held on Monday, May 16<sup>th</sup> at the Holiday Inn in Saratoga Springs and be held jointly with CDLC's Annual Meeting. Invitations are in the mail or your Board folders. Speakers will be Joan Frye Williams and George Needham. Meet and Greet starts at 5:30 with dinner at 6:30 p.m.

6. **New Business**: Mr. Jeffords moved, seconded by Ms. Payne, to ratify the New York State Aid Budget application for 2011-2012. Motion carried.

7. **Director's Council Report**: Christine McDonald, Director at Crandall Public Library reported that the Directors Council met on NYLA Advocacy Day, March 1<sup>st</sup>. The Legislature has noticed that libraries as a group are now organized, and they are listening.

8. **Announcements**: Mrs. Gold reminded everyone to please write your thank you notes to your legislators. Ms. McDonald spoke about upcoming programs at Crandall Public Library.

9. **Adjournment**: Ms. Hoover moved, seconded by Mr. Mays, that the meeting be adjourned. Motion carried. Meeting adjourned at 1:37 p.m.

Respectfully submitted,

Nancy L. Bowen  
Recording Secretary