

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **April 18, 2017** at 12:58 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, April 18, 2017 at the System Service Center and brought to order at 12:58 p.m. with President Frank Mezzano presiding.

Present were: Mmes. Connell, Payne, McComb and Borden, and Messrs. Mezzano, Mays, Odess, Plantier, Hornstein, and Wise. Also present were: Sara Dallas, Director at SALS, Bob Jeffords, SALS Treasurer, Jennifer Ferriss, SALS Assistant Director & Community Liaison, Erica Freudenberger, SALS Outreach and Engagement Consultant and Jill Martz, Administration & Finance Manager at SALS. Excused absence: Mmes. Debus and Nemer.

1. **Flynn, Walker, Diggin C.P.A., P.C. – Presented SALS 2016 Independent Audit Report:** Patrick Diggin reviewed the audit of SALS cash receipts and disbursements. Mr. Diggin reported that the audit had a clean opinion and there was an increase of approximately \$250,756 in cash at the end of 2016. SALS is in a good financial situation with a cash balance that could allow us to weather a short term decrease in aid. The auditor reported SALS is very transparent with all information available for full and fair disclosure. Kudos to the whole financial team Sara Dallas, Director, Bob Jeffords, Treasurer and Jill Martz, Administration and Finance Manager.
2. **Approval of Board Meeting Minutes of March 21, 2017:** Mr. Mezzano asked if there were any additions, corrections, or deletions to the minutes of the March 21, 2017 Board meeting. Mr. Hornstein moved, seconded by Ms. Borden, to approve the minutes of the March 21, 2017 SALS Board meeting as distributed. Motion carried.
3. **Treasurer's Report and Monthly Budget Report for March; warrants:** Mr. Jeffords reviewed the March Treasurer's report. Mr. Mays moved, seconded by Mr. Wise, that receipt of the March report be acknowledged and filed for audit. Motion carried. Warrants 2017-7 through 2017-8 and TA17-6 through TA17-7 were available for Board perusal. (*Copy attached to the Official Minutes*).
4. **Director's Report:** (*in addition to the written report sent out with the Board Meeting packets*):
 - A. **Joint Automation Report:** There will be a JA meeting at SALS on May 10th.
 - B. **Other:** Mrs. Dallas reported that the NYS budget passed with \$95.6M in Library Aid. This reflects a \$4M increase to restore the Governor's cut. SALS budget for 2017 was developed at the 2016 funding level.
 - C. Mrs. Dallas reported \$24M in NYS Library Construction Aid, which represents the \$10M increase to restore the Governor's cut and an additional \$5M to the statewide pool for public library construction. She reported that SALS has begun sending out reminders to library staff and boards encouraging them to begin thinking about submitting a grant. It is anticipated the projects will be due at SALS end of August, to be reviewed and approved by the SALS Board in September.
 - D. Mrs. Dallas reported DASNY has reviewed all of the SALS applications. Libraries with grant submissions should be hearing about the approval within the next few months.
 - E. Senate Bullet aid is available. SALS will apply for all of the libraries and recommend libraries apply individually as well.
 - F. Jennifer Ferriss has accepted a position with Saratoga Springs Public Library, and her last day at SALS will be June 16, 2017.
 - G. SALS will be hosting an open house on May 10th for Jill Martz's retirement.

H. Trustee Education: Mrs. Dallas distributed a Trustee self-evaluation which the Board filled out.

5. **Committee Reports:**

- A. **Audit & Finance:** No report.
- B. **Building:** Mr. Mays reported working to prepare documents for additional bids for the upgrades to the heating/air conditioner unit.
- C. **Bylaws Committee:** No report.
- D. **Central Library Aid and Services:** No report.
- E. **County Aid Coordinators:** Jill Martz reported that all County Aid has been received. Payments to Hamilton and Warren County libraries will be sent out April 19, 2017. Mr. Jeffords will call the Washington County Budget Officer to discuss the possible reinstating of Washington County Aid.
- F. **Library Services:** Ms. Borden reported there were four applicants for the Library Program of the Year. All programs were good. Ms. Borden, for the committee, moved that Schuylerville Public Library's *Counting Down to Kindergarten* be the Library Program of the Year Award winner. Seconded by Mr. Odess. Motion carried. It was encouraged by Ms. Payne that Saratoga Springs Public Library get a written letter for honorable mention on their program, *Coffee With a Cop*.
- G. **Personnel:** Ms. Payne made the recommendation for the committee, to award the Library Trustee of the Year award to: Mary Ann Galarneau – Stillwater Public Library. Seconded by Mr. Odess. Mr. Wise Abstained. Motion carried.
- H. **Trustee Nominating:** Mrs. Dallas reported that for health reasons Ms. Debus is offering to resign as her term is up in June. The board instructed Mrs. Dallas to contact Ms. Debus and suggest that this be revisited in June.

6. **Unfinished Business:** No Report

7. **New Business:**

- A. **Annual Meeting:** Mr. Mezzano reminded everyone to fill out his or her Annual Meeting forms and give them to Cindy Mirra.
- B. **Other:** Mr. Wise moved, Ms. Payne seconded, to offer one \$500 and two \$250 Continuing Education Scholarships for prizes at the Annual meeting. Motion carried.
- C. Mr. Odess moved, seconded by Ms. Borden, that SALS continue to subsidize one Trustee from each member library to attend the Annual meeting. Motion carried.
- D. Ms. Payne moved, seconded by Ms. Borden, to accept Mr. Wise for Vice President of SALS Board after Mr. Mezzano's resignation. Motion carried.

8. **Director's Council Report:** No report.

9. **Announcements:** No report.

Mr. Hornstein moved, seconded by Ms. McComb, to adjourn the meeting. Motion carried. Meeting was adjourned at 2:14 p.m.

Respectfully submitted,

Cindy Mirra
Recording Secretary