

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **February 21, 2012** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, February 21, 2012 at the System Service Center and brought to order at 1:03 p.m. with President Arnold Elman presiding.

Present were: Mmes. Gold, Helms, Hoover, McComb and Nemer, and Mssrs. Elman, Hornstein, Jeffords and Mays. Also present were: Sara Dallas, Director at SALS, Jennifer Ferriss, Automation Training & Support and Youth Services Consultant at SALS, Jill Martz, Administration and Finance Manager at SALS, and Ike Pulver, Director at Saratoga Springs Public Library.

Absent with prior notice were: Ms. Payne and Mssrs. Mosher and Plantier.

1. **Approval of Board Meeting Minutes of January 17, 2012:** Dr. Elman asked if there were any changes, corrections or additions to the minutes of the January 17, 2012 Board meeting. Hearing none, he declared the minutes approved as distributed.
2. **Treasurer's Report and Monthly Budget Reports for January; warrants :** Mr. Jeffords briefly reviewed the January Treasurer's and Monthly Budget Reports. Ms. Hoover moved, seconded by Mrs. Gold, that receipt of the January Treasurer's and Monthly Budget Reports be acknowledged, and that they be filed for audit. Motion carried. Warrants 2012-1 through 2012-2 and TA12-1 through TA12-2 were available for Board perusal. (*Copy attached to the Official Minutes*).
3. **Director's Report** (*in addition to the written report sent out with the Board packets and attached to the Official Minutes*):
 - A. Joint Automation Report:
 - B. Other: The LSTA Grant, *NY Library Trustees Online*, is moving ahead. We are working with Sandra Nelson and June Garcia to develop a contract for the project.

SALS has some unique issues. We have not been able to spend all of the Construction Grant funds in past years. The language in the Construction Grant Definition of Need for 25% match should be broad enough to allow all libraries a 75/25 match. However, should there be many Construction Grant applications, a policy is needed for the Library Services Committee and Building Committee to allocate the funds in a fair manner. The draft of the Definition of Need for 25% Match of Construction Grant Funds was shared with the Director's Council.

Michael Borges is resigning as President of NYLA. He has agreed to be a lobbyist for libraries until the budget is passed. The Governor's budget has the same level of funding as last year. The Senate is recommending a 4% increase, the Assembly a 1% increase.

If you can't come to Lobby Day, please contact your legislators and remind them of how important your libraries are to your community.

Libby Post will be visiting Richards Library in Warrensburg, and has presented marketing workshops in Saratoga and Washington Counties. They were well attended. She has a program scheduled for Hamilton and Warren County on March 1st and is working with Greenwich Free Library.

Saratoga Springs Public Library is renovating their second floor. They have excess furniture and would like to store it in our garage. They are thinking about a garage sale in the spring. By Board consensus, Saratoga Springs Public Library may store furniture in the SALS garage. They can hold a garage sale in the spring. The SALS building will be locked and the garage sale will be run by Saratoga Springs Public Library staff.

Mrs. Ferriss explained an issue with the publishers and downloadable audio books-Overdrive. There is a Digital Rights Management problem with publishers and downloadable audio books and e-books. Some publishers have removed their titles from availability. Discussion followed. This will also be discussed with the publishers at PLA.

4. **Committee Reports:**

A. Audit & Finance:

B. Ad hoc Annual Meeting: Dr. Elman appreciates the effort put forth to increase attendance at SALS Annual Meeting. Mrs. Gold reported that she has received rave reviews and positive results from the Trustees calling Trustees and the Mayor of Ballston Spa plans to attend the Annual Meeting. She also thanked Sara and Jill for putting together the Talking Points memo.

C. Building: The Construction Grants are in DASNY (Dormitory Authority of the State of New York).

D. Bylaws Committee:

E. Central Library Aid and Services:

F. County Aid Coordinators:

G. Library Services:

H. Personnel:

I. Trustee Nominating: Mrs. McComb reported that the Committee will put forth Bob Odess from the Cambridge Public Library for the Trustee from Washington County, Frank Mezzano from Lake Pleasant for the Trustee from Hamilton County, and Cheryl Gold from Saratoga Springs as the nominee from Saratoga County.

5. **Unfinished Business:**

6. **New Business:**

A. Search for SALS Treasurer: The need for a Treasurer upon the completion of Mr. Jeffords' term was discussed. The Board needs to decide upon the duties of the Treasurer, including check signing, consultant, etc. Compensation information will be sent out to the Board for the next Board meeting.

B. Approve JA fee increase for 2013: Mrs. Gold moved, seconded by Mrs. Nemer, to approve the JA fee increase of \$.01 per holding item for 2013. Motion carried.

C. Approve Definition of Need for the 75/25% Construction Match: The Definition of Need for the 75/25% Construction Grants was discussed.

D. Review and Accept SALS 2011 NYS Annual Report: SALS 2011 Annual Report Is similar to the member libraries' Annual Report, and has different information. Mrs. Helms moved, seconded by Mrs. Nemer, to approve SALS 2011 NYS Annual Report. Motion carried.

- E. NYLA Library Lobby Day: NYLA Library Lobby Day is Tuesday, March 6th. Appointment schedules are in the Board folders. There is room in SALS vehicle for a few people; it will leave SALS at 7:30 a.m.
- F. Sign Management Letter from Auditors: Mr. Hornstein moved, seconded by Mr. Mays, that Dr. Elman be authorized to sign the management letter from the auditors. Motion carried.
- G. JA Agreement: The JA Agreement was discussed. An Ad hoc Committee to review the JA Agreement was formed. Mr. Hornstein will Chair, and Mr. Jeffords will consult.

7. **Director's Council Report**:

- 8. **Announcements**: Mr. Pulver thanked the Board for allowing Saratoga Springs Public Library to store furniture in SALS garage, and to hold a garage sale in the Spring.

Meeting adjourned at 1:58 p.m.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary