

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **October 16, 2012** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, October 16, 2012 at the System Service Center and brought to order at 1:04 p.m. with President Arnold Elman presiding.

Present were: Mmes. Gold, McComb, and Payne, and Mssrs. Elman, Hornstein, Mays, Mezzano, Odess, and Plantier. Also present were: Sara Dallas, Director at SALS, Jennifer Ferriss, Automation Training & Support and Youth Services Consultant at SALS, Bob Jeffords, SALS Treasurer, and Jill Martz, Administration and Finance Manager at SALS.

Absent with prior notice were Mmes. Hoover and Nemer, and Mr. Mosher.

1. **Approval of Board Meeting Minutes of September 11, 2012:** Dr. Elman asked if there were any additions, deletions, changes or corrections to the minutes of the September 11, 2012 meeting. It was noted that in the Director's Report of the September 11th minutes, in the third line from the bottom, it should say "personal reasons." Dr. Elman declared the minutes of the September 11, 2012 SALS Board meeting approved as corrected.
2. **Treasurer's Report and Monthly Budget Reports for September; warrants:** Mr. Jeffords reviewed the September Treasurer's and Monthly Budget Report. Mrs. Gold moved, seconded by Mr. Mays, that receipt of the September Treasurer's and Monthly Budget Report be acknowledged and that they be filed for audit. Motion carried. Warrants 2012-25 through 2012-34 and TA12-16 through TA12-21 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 Meeting packets*): Mrs. Dallas asked the Board to please visit the new Training Center before they leave. The room is progressing; waiting for the roof unit to be delivered and installed, furniture and equipment have been ordered. She thanked Butler Rowland Mays, Architects, LLC, the contractors and subcontractors all of whom were professional and thorough. The electrician added new exit lighting to bring the building up to code.

The leak in the hallway to the Ladies Room has been repaired. The rooftop unit has a problem with the condenser. Mr. Mays noted that the engineers indicated that the unit needs to be replaced. Quotes for repair and replacement are forthcoming.

- A. **Construction Grants:** The Town of Ballston Community Library (Burnt Hills) declined the Construction Grant. Monies allocated to their project were re-distributed to Mechanicville District Public Library Saratoga Springs Public Library and Richards Library in Warrensburg. The final allocations are:

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| <i>Greenwich Free Library</i> | <i>\$ 38,760</i> |
| <i>Town of Lake Pleasant Public Library</i> | <i>\$ 85,200</i> |
| <i>Mechanicville District Public Library</i> | <i>\$ 98,560 (up \$8,392)</i> |
| <i>Richards Library (Warrensburg)</i> | <i>\$103,560 (up \$8,392)</i> |

| | |
|--|-------------------------|
| <i>Saratoga Springs Public Library</i> | \$ 52,167 (up \$11,189) |
| <i>Stillwater Free Library</i> | \$ 3,750 |
| <i>Stony Creek Free Library</i> | \$ 10,988 |
| <u><i>Waterford Public Library</i></u> | <u>\$ 3,670</u> |
| | \$396,655 |

B. NYLTO: Of the 35 SALS libraries, nineteen were provided an orientation to NYLTO. Jennifer Ferriss and Mrs. Dallas will be presenting NYLYO on the NYLA Trade Show floor on Friday, November 9 from 10:00 to 11:00 a.m. The focus will be on the collaborative nature among the nine Public Library Systems and staff throughout the project.

Governor Cuomo vetoed the bill that would give incentives to Library Systems if they merged.

- C. Joint Automation: A draft of the proposed budget was presented at the last JA meeting, but a quorum was lacking. It will be available at the November meeting. JA is in the process of purchasing a new firewall. The new firewall will have security audits. Mrs. Dallas is Chair of the Policy Committee. The Committee is working on a Network Policy and a Connecting Additional Devices to access POLARIS Policy. Connecting devices to POLARIS could create a security breach.
- D. NYLA: NYLA is coming to Saratoga Springs November 7—10th. Mrs. Dallas encouraged SALS Board to attend; the programs are very interesting. The cost to send SALS trustees to NYLA is \$50.00. SALS is an Institutional Member. Mr. Odess moved, seconded by Mrs. Gold, that SALS pay the \$50 registration fee for SALS Board members wishing to attend. Meals and overnight accommodations would be the trustee’s responsibility. Motion carried.

4. **Committee Reports:**

A. Audit & Finance:

- i) Review proposed 2013 budget: Ms. Payne asked if there were any questions on the proposed 2013 budget as presented at the September meeting. The Audit & Finance Committee recommends approval of the proposed 2013 SALS Budget as presented. Motion carried.

B. Building:

C. Bylaws Committee:

D. Central Library Aid and Services: Christine McDonald has retired as Director at Crandall Public Library. Kathy Naftaly is the Acting Director. The Crandall Public Library Board is determining a plan of action.

E. County Aid Coordinators:

F. Library Services:

G. Personnel:

H. Trustee Nominating:

5. **Unfinished Business:**

6. **New Business:** Mrs. Dallas thanked Mr. Mezzano and Mr. Plantier for being a part of the NYLTO process and for their comments in the fouum.

7. **Director’s Council Report:** Meeting Room policies were discussed at the Directors’ Council meeting.

8. **Announcements**: Saugerties Public Library is the winner of the 2012 New York Library Association Renovation and Restoration Building of the Year Award.

Waterford Public Library is having an Open House to show off their renovation on October 20th from 12—3 p.m.

Butler, Rowland Mays was the architectural firm involved in both renovations.

Mr. Mezzano asked if the school district receives any benefits from SALS? Mrs. Dallas explained. Mr. Mezzano also asked about the warrant procedure and if the actual bills were to be attached. Mrs. Dallas and Mr. Jeffords explained SALS Warrant procedure.

Meeting adjourned at 1:43 p.m.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary