

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **October 28, 2008** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, October 28, 2008 at the System Service Center and brought to order at 1:08 p.m. with President Dick Merrill presiding.

Present were: Mmes. Gold, Helms, Hoover, Payne, and Smith and Mssrs. Elman, Jeffords, Mays, and Merrill. Also present were: Sara Dallas, Director as SALS, Jill Martz, Administration and Finance Manager at SALS, Christine McDonald, Director at Crandall Public Library in Glens Falls, and Ike Pulver, Director at Saratoga Springs Public Library.

Absent with prior notice were: Mssrs. DeFonce, Mosher, and Pepper.

Mr. Merrill announced that the Crandall Public Library Renovation Project is almost completed. A \$1 million dollar donation was received from the Charles R. Wood Foundation. The Dedication ceremony will be on December 12th. There will be an Open House this weekend from 11 to 1 p.m.

1. **Approval of Board Meeting Minutes of September 16, 2008:** Mr. Elman moved, seconded by Mrs. Gold, that the minutes of the September 16, 2008 meeting be approved as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Report for September; warrants:** Mr. Jeffords reviewed the Treasurer's Report and Monthly Budget Report. By Board consensus, receipt of the September Treasurer's Report and Monthly Budget Report was acknowledged, and they will be filed for audit. Warrants 2008-31 through 2008-35, A08-16 and A08-17, TA08-17 and TA08-18 were available for Board perusal. (Copy attached to the Official Minutes.)
3. **Director's Report:**
 - A. **Joint Automation Report:** Mrs. Dallas reported that the Joint Automation Council meeting was held at MVLS on October 27th. JA has approved a budget for 2009 that needs to be approved by both SALS and MVLS Boards of Trustees.

A Polaris Users Group (PUG) meeting was recently held in Syracuse. All JA staff and Jennifer Ferriss attended. Next year, the meeting will be held in Myrtle Beach.

The Gates PCs have been delivered to the appropriate libraries.

The New York State Broadband Access Grant to provide extra lines at the four larger libraries (GLE, CPH, SAR and SCP) is still in question due to expected State budget cuts. JA voted to go ahead and install the extra lines, Crandall Public Library will be installed first.

JA staff are researching Self-Check systems; nine vendors were contacted, four have responded.

Implementation of using credit cards in libraries has been put on hold; there will be more information in December.

- B. *Other*: Mrs. Dallas reported that New York State is eliminating the Empire Core only Health Insurance Plan. It will be replaced with Empire Core Plus, which will be called The Empire Plan.

There have been talks with courier vendors. There had been major issues with Velocity Express. Their financial outlook does not look good. Service to SALS libraries has improved in the last month. Sara participated in a conference call with another vendor, MVLS, and CDLC this morning. Discussion followed. Mr. Elman suggested asking for a performance bond.

Joe Mattie, our liaison with the New York State Education Department, is coming to speak with Paul Sausville, the Town of Malta Board Supervisor, Maggie McDonough, President of the Women’s Round Lake Improvement Society (WRLIS), and members of the Round Lake Library Board of Trustees. He will talk about funding options.

Letters were received from DLD by ten of SALS libraries who are not in compliance with their charters in regards to their trustees. The libraries need to amend their charters. Mr. Jeffords moved, seconded by Mr. Elman, that SALS give \$60 per library not in compliance with their charter to cover charter amendment fees. Motion carried.

Joan Frye Williams was contacted regarding speaking at SALS Annual Meeting. Her fee is very high. Mrs. Dallas suggested asking David Bendekovic from Polaris to speak on “Leaders in Libraries.” Bernard Margolis, the new State Librarian, will also be asked to speak at the Annual Meeting.

The reported cuts to the New York State budget have not been determined.. Mrs. Dallas suggested calling local legislators, thanking them for their support, and asking them not to cut aid further.

4. **Committee Reports:**

- A. *Audit & Finance*: Mr. Jeffords asked if anyone had any questions on SALS 2009 budget, handed out at the September meeting.
- B. *Building*:
- C. *Bylaws Committee*:
- D. *Central Library Aid and Services*:
- E. *County Aid Coordinators*:
 - i) Warren County cut their aid by \$3,500.
 - ii) A Grant request has been submitted to Saratoga County for downloadable audio books.
- F. *Library Services*:
- G. *Personnel*:
- H. *Trustee Nominating*:

5. **Unfinished Business:**

6. **New Business:**

A. Proposed 2009 Budget: Mr. Jeffords moved, seconded by Mrs. Helms, that the proposed SALS 2009 budget be approved as presented. Motion carried.

Mr. Jeffords moved to amend the 2008 SALS budget due to the appropriation of a 2008-2009 member item grant from Senator Little as follows:

Increase Income:	Increase Expense:
NYS Grant-In-Aid \$65,000	NYS Grant-In-Aid \$57,500

Mrs. Smith seconded the motion. Motion carried. This money has been passed through to the member libraries in her district.

B. Letter of Engagement from Auditors: A letter of engagement was received from the auditors Flynn, Walker, Diggin C.P.A., P.C. to perform SALS annual audit. Mr. Elman moved, seconded by Mr. Mays, that SALS contract with Flynn, Walker, Diggin C.P.A., P.C. to perform the audit. Motion carried. Mr. Elman suggested that it would be a good idea to change auditors every five or six years.

C. Courier Service: Mr. Jeffords moved, seconded by Ms. Hoover, that Mrs. Dallas be authorized to go ahead and negotiate a contract with the new delivery service. Motion carried.

D. Approve 2009 JA Budget: The Joint Automation 2009 budget includes a fee increase of seven cents per item to eight cents per item. Mr. Elman moved, seconded by Mrs. Smith, that the 2009 JA budget be approved as presented. Motion carried.

7. **Director's Council Report:** Ike Pulver, Director at Saratoga Springs Public Library, reported that the first meeting of the Directors Council since 2005 will be coming soon.

8. **Announcements:** Saratoga Springs Public Library will entertain librarians from Russia again this year. They will visit SALS Tuesday afternoon, November 4th.

NYLA conference will be in Saratoga Springs November 5 through November 8th. Mr. Jeffords will be speaking Saturday morning at 8 a.m.

Mr. Pulver thanked SALS Board for the Construction Grant recommendation and asked SALS to house "Page Turner" (fiberglass horse) for the winter.

SALS next Board meeting will be November 18th.

Mrs. Smith moved, seconded by Mr. Jeffords, that the meeting be adjourned at 1:58 p.m. Motion carried.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary