

**SOUTHERN ADIRONDACK LIBRARY SYSTEM**  
**22 WHITNEY PLACE • SARATOGA SPRINGS NY 12866-4596**  
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**ANNUAL MEETING**  
**May 17, 2021 at 7 p.m.**  
**Held virtually via GoToMeeting**  
**MINUTES**

The 63rd Annual Meeting of the Southern Adirondack Library System was held on Monday, May 17, 2021 online via GoToMeeting and brought to order at 7:03 p.m. with SALS Board Trustee, Jordan Hornstein presiding.

Mr. Hornstein welcomed the SALS Board of trustees. Those in attendance were Linda Borden (Washington County/ Easton Library), Elaine Cowin (Warren County/Richards Library), Carol Kuhr (Washington County), Janet Lindner (Saratoga County/Saratoga Springs Public Library), Dale Nemer (Warren County/Crandall Public Library), Bob Odess (Washington County/Cambridge Public Library). Margaret Shapiro (Hamilton County/Crandall Public Library), Barbara Taylor (Warren County), and Russell Wise (Saratoga County/Clifton Park-Halfmoon Public Library). SALS trustees not present: Christine Connell (Saratoga County/Waterford Public Library) and Nancy Seifts (Hamilton County/Town of Lake Pleasant Public Library).

Mr. Hornstein announced that the Agenda, along with the 2020 Statistical Summary and Year in Review Highlights documents were provided via email. This information will also be available on the SALS website: [www.sals.edu](http://www.sals.edu).

The Annual SALS Treasurer's Report can be found on page 22 of the Statistical Summary, and the Central Library Report from Kathy Naftaly, Director at Crandall Public Library can be found on page 23.

Mr. Hornstein welcomed member library trustees and asked Janet Lindner to take the Roll Call of member libraries and to determine the number of trustees at the meeting. Fifty-four representatives from twenty member libraries out of thirty-four were represented.

Mr. Hornstein recognized JA staff member Jason Thomson, who this year celebrates fifteen years on-staff with SALS.

Mr. Hornstein announced the Election of Trustees to fill the vacancy for Warren County. All member libraries were notified of the search process for trustees from Warren County for a term specified in memos sent to each member library board president. The "Notice of Annual Business meeting" sent April 12<sup>th</sup> informed every member library trustee of the candidate. The following candidate has agreed to serve, if approved, a term expiring in May 2026:

- For Warren County: Sue Beck, for her first five-year term.

Brief biographical information about the nominee was provided in the April 12<sup>th</sup> notice. Mr. Hornstein asked if there were other nominations from the floor. Hearing no nominations Mr. Hornstein instructed the secretary to cast one ballot for the person nominated by the Trustee

Nominating Committee who is hereby elected by acclamation by the trustees of the member libraries of the Southern Adirondack Library System.

Mr. Hornstein introduced Sara Dallas, SALS Director.

Mrs. Dallas began her remarks noting that “Because libraries bring people together even when we have to stay apart” describes 2020.

Despite a decrease in state aid, local businesses shutting down, and social unrest, the SALS library community continued to work toward a common goal – helping our communities stay connected and informed during the pandemic.

Mrs. Dallas recognized Alex Gutelius for leading weekly Director’s Council meetings. These virtual gatherings allowed us to navigate the maze of decisions, policy, and procedural changes, providing support during a challenging year.

Additional thanks go to the SALS and JA staff for helping libraries offer continual virtual services. In a matter of days, patrons could register for e-cards, and staff transitioned to work and collaborate remotely through Office 365.

Throughout the pandemic, we became comfortable with virtual meetings, reminded people about the importance of participating in the U.S. Census, assisted patrons in finding credible sources of information, provided WiFi beyond our walls, utilized technology to meet our communities’ needs, and provided resource lists meant to help combat systemic racism.

Mrs. Dallas closed by thanking the SALS board for supporting the SALS and JA staff during the course of the year.

Mr. Hornstein asked if there were any questions for the Board or the Director.

Mr. Hornstein introduced Erica Freudenberger, SALS Outreach Coordinator, for an update on the SALS 2022-2026 Plan of Service.

Mrs. Freudenberger shared an overview of the Plan of Service. This is a document required by the NYS Division of Library Development. It serves as an organizational roadmap, assisting SALS with aligning our services and resources with our member libraries’ needs. As we proceed through the plan period, we can also use it to measure success.

Focus group sessions bring together specific groups to ask broad questions about current SALS services, member libraries’ priorities, identification of what’s missing, and hopes for our future.

The process includes everyone in the SALS ecosystem including SALS staff, library directors, corrections librarians, friends & volunteers, library trustees, and library staff. The more participation we have from each group, the better SALS will be able to serve the whole.

The Plan of Service team, led by Mrs. Freudenberger, began gathering data in March and will continue through June. Afterwards we will aggregate both the qualitative data from these sessions and quantitative data from the ILS and other sources. We will then identify the necessary services, implement those, and ultimately measure how we do through surveys.

After beginning the process in January 2021, we are currently in the “gathering info” phase of the process. Once we analyze data beginning in June 2021, anonymized data can be shared with those who are interested. This information will also be shared with the SALS Finance Committee for use in setting the FY22 budget.

To date, 39 people have participated in a total of 10 conversations. There are 10 more conversations remaining. You’ll next hear from the Plan of Service team in August when we have a rough draft of the plan for review.

Mrs. Freudenberger thanked everyone for their participation to date, and urged those who have not yet participated to sign up for an upcoming session.

Mr. Hornstein opened the floor for comments.

Mrs. Dallas recognized Dale Nemer as an outgoing SALS Trustee, thanking her for her years of dedicated service.

Mrs. Borden thanked and recognized the SALS staff for their incredible work over the last year, both internally and with their external assistance to the libraries. They worked exceptionally hard, and she noted that she was proud of them and happy to be part of the organization.

Mr. Wise noted that all our member library staffs had a very tough year. The unsung heroes in many communities were the librarians. In one form or another, libraries kept services going throughout it all.

Mr. Hornstein thanked everyone for attending and said good evening.

Meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Dianne Winter

Recording Secretary