

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **April 15, 2014** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, April 15, 2014 at the System Service Center and brought to order at 1:00 p.m. with Vice-President Jordan Hornstein presiding.

Present were: Mmes. Debus, Hoover, McComb, Nemer and Payne, and Mssrs. Hornstein, Mezzano, Odess and Plantier. Also present were: Sara Dallas, Director at SALS, Jennifer Ferriss, SALS Automation Training & Support and Youth Services Consultant, Bob Jeffords, SALS Treasurer, Jill Martz, Administration Assistant & Finance Officer at SALS, Kathy Naftaly, Director at Crandall Public Library in Glens Falls, and Jill Ryder, General Librarian and Outreach Coordinator at SALS.

Absent with prior notice were: Dr. Elman, Mssrs. Mays and Mosher.

1. **Approval of Board Meeting Minutes of March 18, 2014**: Mr. Hornstein asked if there were any changes or corrections to the minutes of the March 18, 2014 Board meeting. Mrs. Debus moved, seconded by Mr. Plantier, that the minutes be approved as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Reports for March; warrants**: Mr. Jeffords reviewed the March Treasurer's and Monthly budget Report. Mrs. Debus moved, seconded by Mr. Odess, that receipt of the March Treasurer's and Monthly Budget Report be acknowledged and that they be filed for audit. Motion carried.
3. **Director's Report** (*in addition to the written report sent out with the Board Meeting packets*): Mrs. Dallas thanked SALS staff for their hard work in her absence. Due to personal and professional commitments, she was away from the office three out of the last four weeks.
 - A. **Joint Automation Report**: Innovative purchased Polaris, the SALS/MVLS Integrated Library System. At this time, Mrs. Dallas believes there will be no change in service or customer support.

The servers are coming to the end of their service life. Joint Automation is investigating new servers. Windows XP is no longer being supported by Microsoft. The JA staff working with member library staff, successfully removed all Windows XP machines from the network.
 - B. **Other**: The State budget passed. The Governor's proposed budget reduced state aid to libraries by \$4 million dollars. The Legislature reinstated the \$4 million with an increase of an additional \$1 million. Mrs. Dallas wrote "thank you" to the Legislature.

Mrs. Dallas has served on the Capital District Library Council board for ten years and can no longer serve. Alex Gutelius, Director at the Clifton Park-Halfmoon Public Library has agreed to serve on the CDLC Board.

The SALS Board will need to develop the 2015 budget. SALS will distribute an evaluation survey in early June to help develop the 2015 budget. DLD informed systems that they will need to be looking at their Long Range Plan of Service; the new plan will be due October 2016 for 2017.

A doorbell has been added to the front door. An astragal still needs to be installed to prevent tripping the motion detector from outside the building. The parking lot will need repairs. Mrs. Dallas suggested a walk about the building to see the damage caused by the harsh winter.

The member library directors have been informed that the state construction grant information for the 2014-2015 year is now available on the DLD site. Approximately \$396,000 will be divided among the member libraries.

Kudos to Jill Martz; all the member library and System Annual Reports have been approved by the Division of Library Development.

Anyone with an Android, IOS, or Kindle Fire tablet can download and read over 20,000 quality titles for free at www.totalboox.com/freereading during National Library Week. *Total Boox*' list of e-books includes an array of fiction and non-fiction titles bearing imprints of the world's premier publishers, including O'Reilly, FW Media, Sourcebooks, Other Press, Elsevier, Red Wheel Weiser, Berrett-Koehler, Open-Road, and many more. Various categories are represented, including those in high demand; genre and literary fiction, arts and crafts, self-help, religion and spirituality, health and medicine, business and careers, and more. Overdrive is thrilled to announce their next Big Library Read—the cozy mystery “*A Pedigree to Die For*” a Melanie Travis mystery. This is an opportunity to offer a simultaneous use title for community-wide access from your library at no cost from June 13—18.

Russell Wise from Clifton Park-Halfmoon Public Library has agreed to stand for election to fill the vacancy for Saratoga County.

Peter Gregg will be the speaker at the Annual Meeting and will talk about “What to do When the Press Calls.”

Mrs. Dallas shared the “MVLS/SALS Joint Automation Security Description” with the Board.

4. **Committee Reports:**

- A. Audit & Finance: no report
- B. Building: There will be a “walk around” the building at the next regular meeting to determine any necessary repairs or projects.
- C. Bylaws Committee: no report
- D. Central Library Aid and Services: no report
- E. County Aid Coordinators: Hamilton County Aid has been received and distributed to the member libraries.
- F. Library Services: Mr. Odess noted that two qualified nominations were received for Program of the Year. The Committee recommends awarding:
 - i) Clifton Park-Halfmoon Public Library's program, “*The Holocaust Revisited—A Retrospective Review*”
 - ii) Stony Creek Free Library's program “*Stony Creek in Watercolor*”Mrs. Debus seconded the motion. Motion carried.

G. Personnel: Mr. Hornstein noted that the Committee recommends awarding 2013 Trustee of the Year to:

- i) *Loretto Hosley* of the C V Whitney Long Lake Public Library
- ii) *Susan Jennings* of the Richards Library in Warrensburg

Mr. Mezzano seconded the motion. Motion carried.

H. Trustee Nominating: Russell Wise from the Clifton Park-Halfmoon Public Library has agreed to stand for election.

5. **Unfinished Business**: none

6. **New Business**:

A. Annual Meeting:

- i) Allow funds to be used for door prizes of Continuing Education Scholarships in the amount of one \$500 and two \$250 scholarships at the Annual Meeting: Mrs. Nemer moved, seconded by Ms. Payne to allow funds of up to \$1,000 to purchase Continuing Education scholarships as door prizes for the Annual Meeting. Motion carried.
- ii) Continuing to purchase one meal per library at annual dinner: Ms. Payne moved, seconded by Mrs. Debus, to allow SALS to purchase one trustee meal per library. Discussion followed. Ms. Hoover moved, seconded by Mr. Plantier, to amend the motion to include that as long as SALS has the funds to purchase one trustee meal per library it shall be done every year. Motion carried.
- iii) Mrs. Nemer moved, seconded by Mr. Plantier, that a Resolution of Appreciation be presented to Dr. Elman for his years of service on SALS Board. Motion carried.
- iv) Mrs. Dallas noted that there will be a Roll Call of member libraries at the Annual Meeting again this year. Perhaps something could be done for 100% attendance or representation. Ms. Hoover moved, seconded by Mr. Odess, to authorize a \$250 honorarium for Mr. Peter Gregg to speak at the Annual Meeting. Motion carried.

7. **Director's Council Report**: The next meeting will be Wednesday, April 16th at SALS (tomorrow).

8. **Announcements**: Mrs. McComb brought samples of maple syrup.

9. Mrs. McComb moved, seconded by Ms. Payne, to adjourn the meeting at 1:43 p.m. Motion carried.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary