

SOUTHERN ADIRONDACK LIBRARY SYSTEM  
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SALS Board Meeting • **April 16, 2019**, at 12:59 p.m.  
at SALS Service Center

**MINUTES**

The regular meeting of the Southern Adirondack Library System was held Tuesday, April 16, 2019, at the System Service Center and brought to order at 12:59 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Connell, Cowin, Lindner, Kuhr, and Seifts, and Messrs. Hornstein, Plantier, Odess, and Wise. Also present were: Sara Dallas, SALS Director; Bob Jeffords, SALS Treasurer; Cindy Mirra, SALS System Services Support Representative; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Jack Scott, SALS Technology & Community Youth Services Librarian; Erica Freudenberger, Outreach & Engagement Consultant; Dianne Winter, SALS Finance & Administration Manager, Eric Trahan, Executive Director at Mohawk Valley Library System and Vice Presidents, Daniel and Craig Arnoff and Manager Michael Klein of Arnoff Global Logistics.

Absent with prior notice were: Mme. Borden, McComb, and Nemer.

1. **Public Comment:**

Daniel Arnoff, Vice President of Arnoff Global Logistics, introduced his staff and gave a presentation on the dedicated services his company provides. Mr. Arnoff explained in detail and answered questions about the delivery services for SALS and its members, industries served, and the company's commitment to safety and quality.

After some discussion, Ms. Kuhr made a motion to proceed with pursuing a contract as soon as possible with Arnoff Global Logistics, seconded by Mr. Wise. Motion carried.

2. **\*Approval of Board Meeting Minutes of March 19, 2019** (enclosure):

Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the March 19, 2019, Board meeting. Ms. Connell moved, seconded by Ms. Lindner, to approve the minutes of the March 19, 2019, SALS Board meeting as distributed. Motion carried.

3. **\*Treasurer's Report and Monthly Budget Reports for March 2019 (attached); warrants** (available at meeting):

Mr. Jeffords reviewed the March 2019 Treasurer's and Monthly Budget Reports. Mr. Wise moved, seconded by Ms. Cowin, that receipt of the March reports be acknowledged and filed for audit. Motion carried. Warrants 2019-7 through 2019-8 and TA19-6 through TA19-7 were available for Board perusal. (*Copy attached to the Official Minutes.*)

4. **Director's Report** (see attached):

Mrs. Dallas reported disappointing news from the New York State Budget. Construction aid was reduced from almost a million dollars to allocate to member library projects to approximately

\$390,000. SALS state aid will be the same as in 2018, and there will be no additional funding for Census efforts by member libraries.

Construction grants submitted in August 2018 were reviewed by the NYS Dormitory Authority (DASNY). SALS was informed its member library applications would receive no questions from DASNY, but there are many questions for other systems' member libraries, and funding will not be released until all applications are approved. DLD has not begun reviewing the member's annual reports.

SALS is awaiting paperwork to begin the process of receiving 2019 State Aid.

Mrs. Dallas has received an invitation from Nancy Grosselfinger to attend the Hamilton County Higher Education Summit.

Mrs. Dallas and Jill Ryder are enrolled in an ALA e-course on privacy. Mrs. Dallas would like the JA Council to begin looking at recommendations regarding our libraries and third-party vendors and what this means for the people using the ILS.

Joint Automation Report: No report.

Other: None.

5. **Committee Reports**:

- a. Audit & Finance (R. Wise, chair): No report.
- b. Building (C. Connell, chair): Ms. Connell reported that the SALS building has a roof leak that T.P. Monahan will repair the roof. Richard Helenek Electrical Contractors replaced all the smoke detectors with new ones that will last for ten years. TBS (Technical Building Services) is working on repairing the Glycol issue.
- c. Bylaws (R. Wise, chair): No report.
- d. Central Library (D. Nemer, chair): No report.
- e. County Aid Coordinators (Seifts, Connell, Odess, Plantier): No report.
- f. \*Library Services (C. Kuhr, chair): Ms. Kuhr reviewed six applications for Library Program of the Year. Ms. Kuhr, for the committee, moved that Crandall Public Library – (SANG) Southern Adirondack Network Guide and the Cambridge Public Library, Greenwich Free Library and the Schuylerville Public Library – *Better Reader Partners* be the two Library Program of the Year Award winners. Ayes: All; Nays: None. Motion carried. It was suggested in the future the Board consider an award for a larger library and also a smaller library.
- g. \*Personnel (L. Borden, chair): Ms. Lindner made the recommendation for the committee, to award the Library Trustee of the Year award to Frederick G. Baily – Galway Public Library. Ayes: All; Nays: None. Motion carried.
- h. Trustee Nominating (D. Nemer, chair): No report.

6. **Unfinished Business**: None

7. **New Business**:

- a. \*Annual Meeting:  
Mr. Odess moved, seconded by Ms. Lindner, that SALS continue to subsidize one Trustee from each member library to attend the SALS Annual Meeting and to approve an ongoing annual commitment to subsidize one trustee from each member library to attend the SALS Annual Meeting. Motion carried.
- b. \*Approve Ballston Community Library (Burnt Hills) 2019 Continuing Education Challenge Grant Application:

Ms. Lindner presented the Ballston Community Library 2019 Continuing Education Challenge Grant Application and recommended approval, seconded by Mr. Odess. Ayes: All; Nays: None. Motion carried.

c. \*Approve Conference Attendance:

- i. Mr. Wise moved, seconded by Ms. Kuhr, to approve Dianne Winter to attend Camp Finance at Mohonk Mountain House in New Paltz, NY, October 10-11<sup>th</sup> 2019 for \$787.00. Motion carried.
- ii. Ms. Kuhr moved, seconded by Ms. Lindner, to approve Erica Freudenberger to attend (ARSL) Association for Rural and Small Libraries in Burlington VT, September 4-7<sup>th</sup> 2019 for \$871.00. Motion carried.

8. **Director's Council Report:** No report

**Announcements:** Mrs. Dallas asked Mrs. Freudenberger to share her news about upcoming training for SALS member libraries. Mrs. Freudenberger shared information about a SUNY Adirondack grant that will provide funding & support for a series of professional development training that will address:

- a. Customer Service & Organizational Culture
- b. Conflict Resolution/Mediation
- c. Implicit Bias/Diversity
- d. Preventing Harassment

Sessions will be at two different locations, SUNY in Queensbury and SUNY Wilton campus. Mrs. Freudenberger reports that due to the high quality and the positive evaluations coming back they are expanding the grant adding a fifth additional class.

Mr. Odess moved, Ms. Connell seconded, to adjourn the meeting. Adjourned 2:19 pm.

Respectfully submitted,

Cindy Mirra  
Recording Secretary

\* Items so marked are action items