

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS (Southern Adirondack Library System) Board Meeting □
April 18, 2023 at 1 p.m.
at SALS Service Center and Virtually via Zoom

Minutes

The regular meeting of the Southern Adirondack Library System was held Tuesday, April 18, 2023, at the System Service Center and via Zoom, and brought to order at 1:00 p.m. with President Russell Wise presiding.

Present in-person were: Mmes. Beck, Connell, Cowin, Goodman, Kuhr, Lindner, Shapiro, Taylor, and Vineyard; and Messr. Hornstein and Wise. Also present were: Sara Dallas, SALS Executive Director, Bob Jeffords, SALS Treasurer; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Erica Freudenberger, SALS Outreach, Engagement & Marketing Consultant; Colleen Smith, SALS Finance & Administration Manager; Michele Largeteau, JA (Joint Automation) Project Manager; Chris Mundell, JA Systems, Network and Office 365 Administrator; Eric Trahan, Director of the Mohawk Valley Library System; Alex Gutelius, Director of the Clifton Park-Halfmoon Public Library.

Absent with prior notice were: Mmes. Borden.

The meeting was recorded.

- 1. Opening Announcements:** Mr. Wise announced that Kevin O'Brien and Kevin Rucinski from Upstate Agency would speak to the Board about cyber insurance.
- 2. Public Comment:** None.
- 3. *Approval of Board Meeting Minutes of March 21, 2023** (enclosure):
Mr. Wise asked if there were any additions, corrections or deletions to the minutes of the March 21, 2023, meeting. Having none, Mr. Hornstein moved, seconded by Ms. Shapiro to approve the March 21, 2023, minutes of the SALS Board meeting as distributed. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- 4. *Treasurer's Report and Monthly Budget Reports for March** (enclosure):
Warrants 2023-7 through 2023-6 and TA23-6 through TA23-5 (enclosure):
Mr. Jeffords reviewed the March 2023 Treasurer's and Monthly Budget Reports.
- 5. Director's Report** (see attached): The Director's oral report was presented by Mrs. Dallas. Mrs. Dallas reported on the following:
 - A NY (New York) State budget has not been passed. We still do not know what the SALS budget for this year will be, but SALS has enough money in the reserves to get

through until the State aid is received. Mrs. Dallas thanked the Board for their foresight in maintaining reserve funds.

- SALS developed a statement in support of the member libraries and the work they do. The statement has been posted on the SALS website. Member libraries have borrowed and posted the statement on Facebook.

A. Joint Automation Report: Included in Director's Report (see attached).

B. Other: Kevin O'Brien and Kevin Rucinski from Upstate Agency presented and answered questions on the quote for cyber liability insurance for SALS and Joint Automation (JA) through Lloyd's of London. SALS and JA will share the cost of the insurance with SALS paying 60% and JA paying 40% based on revenue as split in the annual SALS budget.

6. Committee Reports:

A. Audit & Finance (J. Lindner, chair): None.

B. Building (C. Connell, chair): 16 libraries applied for Construction Challenge Grants. After reviewing the 2023 Construction Challenge Grant applications, the committee recommended approval of 12 library applications.

C. Bylaws Committee (J. Hornstein, chair): No report.

D. Central Library Aid and Services (M. Shapiro, chair): New legislation has allowed Central Library Aid funds to now be used for anything, including OverDrive eBooks. The funds are currently used to pay for the OverDrive platform fee, Crandall interlibrary loan personnel, nonfiction print books, and Ancestry/Heritage Quest databases. The Committee will meet twice per year to evaluate the services and determine how funds will be used.

E. County Aid Coordinators (Connell, Goodman, Cowin): No report.

F. Library Services (C. Kuhr, chair): After review of the 2022 Program of the Year Awards, the committee recommended awards for Mechanicville District Public Library's *Concerts in Tallmadge Park* program, and Crandall Public Library's program, *An Evening with George Takei*.

G. Personnel (J. Lindner, chair): After review of the 2022 Trustee of the Year Awards, the committee recommended awards to Tom Shaginaw and Steve Zarelli from the Town of Ballston Community Library and A. Edwin Rodger from the Clifton Park-Halfmoon Public Library.

H. Trustee Nominating (J. Hornstein, chair): The Trustee Nominating committee is putting forth Nanci Vineyard (Hamilton County 2023-2027), Janet Lindner (Saratoga County 2023-2028), and Carol Kuhr (Washington County 2023-2028) as nominees.

I. Succession Planning (J. Lindner and B. Taylor, co-chairs): No report.

7. Unfinished Business:

A. Boardable: Firsthand technical difficulties of the application were shared. The consensus was how SALS currently shares meeting information and documents works well.

B. Hamilton County Vacancy on the County Aid Coordinators Committee: Ms. Vineyard volunteered to fill the vacancy.

8. New Business:

- A. *Approve the 2023 SALS Construction Challenge Grant Awards (enclosure): The Committee recommended approving 12 applications for the 2023 SALS Construction Challenge Grant Awards.

<i>Ballston Spa: \$3,792</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Bolton: \$4,820</i>	Ayes: All; Nays: None; Abstentions: None.
<i>CP/Halfmoon: \$3,792</i>	Ayes: All; Nays: None; Abstentions: Mr. Wise.
<i>Easton: \$3,792</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Indian Lake: \$5,000</i>	Ayes: All; Nays: None; Abstentions: Ms. Vineyard.
<i>Mechanicville: \$5,000</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Salem: \$2,429</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Stillwater: \$3,792</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Stony Creek: \$5,000</i>	Ayes: All; Nays: None; Abstentions: None.
<i>Warrensburg: \$3,792</i>	Ayes: All; Nays: None; Abstentions: Ms. Cowin.
<i>Waterford: \$3,792</i>	Ayes: All; Nays: None; Abstentions: Ms. Connell.
<i>Whitehall: \$5,000</i>	Ayes: All; Nays: None; Abstentions: None.

- B. *Approve the 2022 Program of the Year Awards as recommended by the Library Services Aid Committees: The Committee recommended approving the 2022 Program of the Year Awards.
 Mechanicville District Public Library Ayes: All; Nays: None; Abstentions: None.
 Crandall Public Library Ayes: All; Nays: None; Abstentions: Ms. Shapiro.
- C. *Approve the 2022 Trustee of the Year Awards as recommended by the Personnel Committee:
 The Committee recommended approving the 2022 Trustee of the Year Awards.
 Tom Shaginaw & Steve Zarelli – Burnt Hills Ayes: All; Nays: None; Abstentions: None.
 A. Edwin Rodger – CP/Halfmoon Ayes: All; Nays: None; Abstentions: Mr. Wise.
- D. *Approve Hamilton, Saratoga, and Washington County Board Nominations: Will be approved at Annual meeting next month.
- E. *Approve SALS’ Portion of the Cyber Insurance Quote (enclosure): Ms. Cowin moved, seconded by Mr. Hornstein, to approve SALS’ 60% portion of the Cyber Insurance Quote (\$5,782.80). Ayes: All; Nays: None; Abstentions: None. Motion carried.

9. Director’s Council Report: No report.

Announcements:

- Next SALS Board Meeting: **May 15th, 2023**, at 5:00 p.m. at the Excelsior Springs Event Center in Saratoga Springs.

The meeting adjourned at 2:21 pm.

Respectfully Submitted,
Jill Ryder

* Items so marked are action items