

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting | **December 17, 2019 (rescheduled from November 19th)** at 1:00 p.m.
at SALS Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held Tuesday, December 17, 2019, at the System Service Center and brought to order at 1:10 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Connell, Nemer, Lindner, and Borden, and Messrs. Hornstein, Plantier, and Odess. 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; Dianne Winter, SALS Finance & Administration Manager and Erica Freudenberger, Outreach & Engagement Consultant.

Absent with prior notice was: Mmes. McComb, Seifts, Cowin, Kuhr, and Messrs. Wise.

1. **Public Comment**: None
2. **Approval of Board Meeting Minutes of October 15, 2019**: Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the October 15, 2019 Board meeting. Ms. Borden moved, seconded by Ms. Connell, to approve the minutes of the October 15, 2019, SALS Board meeting as distributed. Motion carried.
3. **Treasurer's Report and Monthly Budget Reports for October & November 2019 (attached); warrants**: Mr. Jeffords reviewed the October & November 2019 Treasurer and Monthly Budget Reports. Ms. Connell moved, seconded by Ms. Lindner, that receipt of the October & November reports be acknowledged and filed for audit. Motion carried. Warrants 2019-26 through 2019-32 and TA19-19 through TA19-24 were available for Board perusal. (*copy attached to the Official Minutes.*)
4. **Director's Report** (*in addition to the written report sent out with the Board Meeting packets*):
Sara Dallas reported working with Washington County and Warren County on the census Complete Count committees. Erica Freudenberger, Kathy Naftaly and Mrs. Dallas attended a meeting of Complete Count in Warren County and met with other community groups and agencies. Libraries and library systems are essential and viable partners. Library trustees play an important role as they are community leaders and can influence people to fill out the census. Libraries may see funds from New York State through the counties to help increase hours, purchase Chromebooks, increase bandwidth, pay staff, hold programs and training in library venues among other efforts. There are timing

issues as the money may be released early in 2020 and the census will be done in April. Warren County may ask SALS to help with the grant administration.

Mrs. Dallas was happy to report the Farm to Library program has distributed 3,000 pounds of fresh fruit and produce. It increased 1,000 pounds over the year. Erica Freudenberger said that Argyle Free Library had been added and Corinth may join in 2020. Mrs. Dallas thanked Erica Freudenberger and the library staff and trustees that embraced this vital work.

Mrs. Dallas will share information with a Times Union reporter on ebooks. Since SALS began offering econtent, use has increased 2,200% since 2009. Mrs. Dallas welcomed everyone to stay after the meeting for the 2 p.m informational webinar on eBooks.

SALS is working with NYLA to register our member libraries as institutional members of NYLA. Libraries will be getting a 15% discount. Mrs. Dallas thanked Dianne Winter for taking that on.

Mrs. Dallas reported that she had been asked to be part of the slate of candidates for the ALA Executive Board. She is one of six candidates and the three with the most votes are elected. All of the candidates are colleagues and friends.

Crosby Kemper III was nominated to be the next director of the Institute of Museum and Library Services (IMLS), the primary source of federal support for the nation's libraries and museum. It is awaiting Senate confirmation.

Erica Freudenberger testified at the Assembly hearing on libraries and library funding. Mrs. Dallas followed through with an email to Assemblyman Smullen, who has expressed a keen interest in libraries. Erica Freudenberger and Wanda Bruchis were the last panel of the day and they spoke about rural libraries, construction, and community.

Mrs. Dallas is looking forward to working with Susan Hildreth on the next SALS plan of service.

Mrs. Dallas reported that Vicky Plude, the director of the Fort Edward Free Library, who requires two academic years of study at an approved college or university, has enrolled with SUNY Adirondack to receive her associate degree. She will be applying for a continuing education grant.

Joint Automation Report:

Mrs. Dallas reported that the ILS vendor, III had been acquired by Ex-Libris. The Annual JA Finance meeting was held on December 11, 2019, at Clifton Park-Halfmoon Public Library.

Other: None.

5. **Committee Reports:**

- a. *Audit & Finance (R. Wise, chair):* No report.
- b. *Building (C. Connell, chair):* No report.
- 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):* No report.
- g. *Personnel (L. Borden, chair):* No report.
- h. *Trustee Nominating (D. Nemer, chair):* Mrs. Dallas reported that at the start of the 2020 year the committee will need to start working on trustee nominating.

6. **Unfinished Business:**

Fort Edward variance update: Mrs. Dallas reviewed the variance and it was approved.

7. **New Business:**

- a. **Approve Continuing Education Challenge Grant Applications:* Mr. Hornstein moved to approve the Easton Library Continuing Education Challenge Grant, seconded by Ms. Nemer. Ms. Borden abstained. Motion carried.
- b. **Approve staff conference attendance/travel:* Approve Illustrator Conference held in New York City in December for Jack Scott. Ms. Nemer moved, seconded by Ms. Connell. Ayes: All; Nays: None. Motion carried.
- c. **Approve 2019 SALS Budget amendment:* Mr. Jeffords proposed moving \$25,000 for Professional Fees to Building Maintenance. Mr. Odess moved, seconded by Ms. Borden. Ayes: All; Nays: None. Motion carried.
- d. **Letter of Engagement from UHY Advisors:* Mr. Plantier moved, seconded by Ms. Nemer, to authorize the SALS President and Treasurer to sign the engagement letter. Motion carried.
- e. **Appoint Tim McDonough to the JA Council:* Tim McDonough has agreed to serve another three-year term on the JA Council. Ms. Borden moved, seconded by Ms. Lindner to appoint Tim McDonough to the JA Council. Ayes: All; Nays: None. Motion carried.
- f. **Appoint Haley Graves to the SALS Outreach Advisory Council:* Mr. Odess moved, seconded by Ms. Connell, to approve the appointment of Haley Graves to the Outreach Advisory Council. Motion carried.

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

9. **Announcements:** None.

Ms. Borden moved, seconded by Ms. Lindner, to adjourn the meeting at 1:56 pm.

Respectfully submitted,

Cindy Mirra
Recording Secretary

