

SOUTHERN ADIRONDACK LIBRARY SYSTEM

22 WHITNEY PLACE • SARATOGA SPRINGS NY 12866-4596

(518) 584-7300 ☐ FAX (518) 587-5589

SALS Board Meeting • **February 16, 2016** at 1:18 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, February 16, 2016 at the System Service Center and brought to order at 1:18 p.m. with President Frank Mezzano presiding.

Present were: Mmes. Borden, Connell, McComb and Payne, and Messrs. Mezzano, Plantier and Wise. Also present were: Sara Dallas, Director at SALS, Bob Jeffords, SALS Treasurer, Laurie Buckley, Outreach and Marketing Consultant, Jill Martz, Administration & Finance Manager at SALS, and Jill Ryder, Collection Management Consultant at SALS. Excused absence: Mmes. Nemer and Debus and Messrs. Hornstein, Mays and Odess.

1. **Approval of Board Meeting Minutes of January 19, 2016:** Mr. Mezzano reported some changes to the minutes that were previously emailed and asked if there were any additions, corrections, or deletions to the minutes of the January 19, 2016 Board meeting. Mrs. Connell moved, seconded by Mrs. Borden, to approve the minutes of the January 19, 2016 SALS Board meeting as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Report for January; warrants:** Mr. Jeffords reviewed the January Treasurer's report. Mr. Wise moved, seconded by Mrs. Connell, that receipt of the January report be acknowledged and filed for audit. Motion carried. Warrants 2016-1 through 2016-3 and TA16-1 through TA16-2 were available for Board perusal. (*Copy attached to the Official Minutes*).
3. **Director's Report** (*in addition to the written report sent out with the Board Meeting packets*):
 - A. **Joint Automation Report:** Notice of the approved increase in JA fees for 2017 was distributed to the member libraries. The item fee was increased to \$.10/item. The circulation fee remains at \$.11/circ. The air conditioner in the computer room had some issues over the weekend. It appears it may have a small freon leak which is being addressed.
 - B. **Other:**
 - i) Mrs. Dallas reported there is good news regarding state aid. The Governor's executive budget has library aid at the same funding as 2015. NYLA is asking that libraries receive the same percentage increase in aid as the schools. NYLA is also asking that construction aid be increased from 14 million to 30 million statewide.
 - ii) The financial audit has been completed and will be presented at the April 19th meeting by the SALS Auditors.
 - iii) Mrs. Dallas discussed the walk-through meeting she had with Paul Mays, Jill Martz, and an engineer from Sage Engineering to determine future building needs.
 - iv) SALS and MVLS member library holdings are beginning to show up in Google searches due to Zepheira. A press release will be sent out to the media.
 - v) SALS will be changing its official newspaper to the Post Star from the Saratogian. The Post Star offers more information on our libraries in the four county region.
 - vi) Dale Nemer's term ends in 2016. She has agreed to serve a second term.
 - vii) At least twenty-nine member libraries will be sending representatives to the SALS Planning Meeting on March 9th. To date, there has been no response from Argyle, Ballston Spa, Brant Lake, Fort Edward or Stony Creek.
 - viii) LTA Institute conference information is in your folders. Mrs. Dallas recommended SALS Trustees take advantage of the SALS scholarship to attend the conference.

4. **Committee Reports:**

- A. Audit & Finance: No report.
- B. Building: No report.
- C. Bylaws Committee: No report.
- D. Central Library Aid and Services: No report.
- E. County Aid Coordinators: No report.
- F. Library Services: Mrs. Borden presented the two remaining Technology Challenge grants. Greenwich Free Library proposes to improve user's knowledge of how computers work in terms of software and hardware. This will be accomplished by providing hands-on learning. Sessions will include taking apart computers, repairing computers and repurposing them for use; their community partner is the Greenwich Central School. Town of Ballston Library proposes to purchase licenses for ArcGIS and hold training for users at the library. The library could serve as a back-up command post in case of emergencies. The library is partnering with the Town of Ballston, County of Saratoga, fire departments and emergency management agencies. It was asked of the library that SALS be mentioned and acknowledged as funding the project.
- G. Personnel: No report.
- H. Trustee Nominating: No report.

5. **Unfinished Business:** Mrs. Borden, for the Library Services Committee, moved to accept the Committee report as presented and award Technology Challenge Grants in the amount of \$5,000 to the Greenwich Free Library and \$4,000 to the Town of Ballston Community Library. Motion carried.

6. **New Business:**

- A. Mr. Plantier moved, seconded by Mrs. Borden, that SALS 2015 NYS Annual Report be approved (*Copy attached to the Official Minutes*). Motion carried.
- B. Ms. Payne moved seconded by Mr. Plantier the Post Star be designated as SALS official newspaper. Motion carried.
- C. The variance request for the Argyle Free Library was discussed. The library board is seeking a variance from Commissioner's Regulation 90.8 (library director position is currently vacant). The board is actively searching for someone with the proper educational requirements. It is expected that a library director will be appointed within the next few months. Ms. Payne moved, seconded by Mrs. Borden, the variance request for Argyle Free Library be approved. Motion carried.

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

8. **Announcements:**

Mrs. Dallas reminded the Board of Advocacy Day, March 2nd and the Planning meeting on March 9th.

Next SALS Board Meeting will be on held April 19th at 1P.M.

Mrs. McComb moved, seconded by Ms. Payne to adjourn the meeting. Motion carried. Meeting was adjourned at 2:08 p.m.

Respectfully submitted,

Jill Martz
Recording Secretary