

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting □ **February 21, 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, February 21, 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. Wise. Present via Zoom was Mmes. Borden. Also present were: Bob Jeffords, SALS Treasurer; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Jack Scott, Technology & Youth Services Librarian; Colleen Smith, SALS Finance & Administration Manager and Pamela DelSignore, SALS System Services Support Assistant.

Absent with prior notice was: Mssr. Hornstein.

The meeting was recorded. <https://youtu.be/GhvtgJnNhSc>

1. Opening Announcements: None.

2. Public Comment: None.

3. *Approval of Board Meeting Minutes of January 17, 2023 (enclosure):

Mr. Wise asked if there were any additions, corrections or deletions to the minutes of the January 17, 2023 meeting. Having none, Ms. Kuhr moved, seconded by Ms. Lindner to approve receipt of the January 17, 2023 meeting minutes to be filed for audit. Ayes: All; Nays: None; Abstentions: None. Motion carried.

4. *Treasurer's Report and Monthly Budget Reports for January (enclosure):

Warrants 2023-1 through 2023-2 and TA23-1 through TA23-2 (enclosure):

Mr. Jeffords reviewed the January 2023 Treasurer's and Monthly Budget Reports. Mr. Jeffords also reported that the final 10% of LLSA and LSSA has been received.

Receipt of the January 2023 treasurer's report was acknowledged and filed for audit. (Copy attached to the Official Minutes.).

5. Director's Report (see attached): The Director's oral report was presented by Ms. Ryder.

Ms. Ryder reported on the following...

- The Governor's Executive Budget was released on February 1st, 2023 – \$3.5 million less than last year in library aid. \$20 million less in construction aid.
- Lake Pleasant Public Library has opted to withdraw from the Federal Depository Program and they have declined funding assistance from SALS.
- SALS will be moving forward with the OverDrive resource lending agreement with the Mid-Hudson, Upper Hudson and Mohawk Valley Library Systems.
- Annual Meeting planning has begun.
 - The date is May 15th, 2023 at the Marriott Excelsior Springs Event Center.
 - The meeting will be hybrid.
 - Save the Date cards are going out to libraries, trustees and local officials.
 - Program and Trustee award nomination forms have been sent out.
 - Carol Daggs has been recommended as entertainment for cocktail hour.
 - Personalized bookmarkers will be ordered as give-a-ways.
 - The board will be asked to vote to approve SALS to subsidize one Trustee dinner per library.
 - The board will be asked to vote to approve SALS to subsidize a portion of library attendee dinners. Food and beverage is approximately \$66pp. If the attendee pays \$30, SALS would underwrite \$36.
 - The board will be asked to vote to approve the annual meeting timeline (schedule).

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

B. *Other*: Jack Scott reported on Boardable and updated the board on OATS.

6. Committee Reports:

A. *Audit & Finance (J. Lindner, chair)*: No report.

B. *Building (C. Connell, chair)*: No report.

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

D. *Central Library Aid and Services (M. Shapiro, chair)*: No report.

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

F. *Library Services (C. Kuhr, chair)*: No report.

G. *Personnel (J. Lindner, chair)*: No report.

H. *Trustee Nominating (J. Hornstein, chair)*: No report.

I. *Succession Planning (J. Lindner and B. Taylor, co-chairs)*:

A timeline has been agreed upon. The committee wants to be ready to hand off work to a search committee by end of 2024; get a budget amendment for 2025; and write a policy for succession planning to share with Jim Cox by the end of 2023. Meanwhile the committee will review materials and resources once a month.

7. Unfinished Business: None.

8. New Business:

- A. **Approve time schedule for Annual Meeting on May 15th:* Ms. Beck moved, seconded by Ms. Shapiro to approve the time schedule for the Annual Meeting. 5:00pm-6:00pm cocktail hour, 6:00pm-7:00pm dinner, 7:00pm-9:00pm for business meeting. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- B. **Approve SALS to underwrite one trustee attendance from each library for the Annual Meeting:* Ms. Kuhr moved, seconded by Ms. Taylor to approve SALS to underwrite the cost of a ticket for one trustee from each library for the Annual Meeting. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- C. **Approve SALS to underwrite a portion of the cost of food and beverage for the Annual Meeting:* Ms. Borden moved, seconded by Ms. Taylor to approve \$30 per ticket for the Annual Meeting and for SALS to underwrite the remainder of approximately \$36 for the cost of food and beverage for the Annual Meeting. Ayes: All; Nays: None; Abstentions: None. Motion carried.

9. Director's Council Report: No report.

Announcements:

- Next SALS Board Meeting: **March 21st, 2023**, at 1:00 p.m. at SALS Service Center and virtually on Zoom.
- Mr. Wise asked the board to try to attend at least one or two Advocacy Day sessions.
- Ms. Connell mentioned that the Trustee Library Book Club is at 5:00pm. The topic is on Open Meetings.
- Ms. Goodman reported that she did a Johnsburg Library visit – The library reported having a hard time finding programming for the 12–18-year-old age group. Jack responded that he would reach out them.

Mr. Wise adjourned the meeting at 1:44 pm.

Respectfully Submitted,
Pamela DelSignore

* Items so marked are action items