

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **February 23, 2010** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, February 23, 2010 at the System Service Center and brought to order at 1:01 p.m. with President Arnold Elman presiding.

Present were: Mmes. Gold, Helms, Jones, and Smith, and Mssrs. Elman, Jeffords, Mays, and Mosher. Also present were: Sara Dallas, Director at SALS, Alex Gutelius, Director at Clifton Park-Halfmoon Public Library, Jill Martz, Administration & Finance Manager at SALS, Christine McDonald, Director at Crandall Public Library, Tim McDonough, Director at Waterford Public Library, Kathy Naftaly, Assistant Director at Crandall Public Library, Ike Pulver, Director at Saratoga Springs Public Library, and Joanne McLeod, Treasurer, Waterford Public Library Board of Trustees.

Absent with prior notice were: Mmes. Hoover, Nemer and Payne and Mr. Pepper.

Dr. Elman asked everyone to introduce themselves as we had many guests.

1. **Approval of Board Meeting Minutes of January 19, 2010:** Dr. Elman asked if there were any additions or corrections to the minutes of the January 19, 2010 Board meeting. Hearing none, he declared the minutes approved as distributed.
2. **Treasurer's Report and Monthly Budget Reports for January; warrants:** Mr. Jeffords briefly reviewed the January Treasurer's and Monthly Budget Reports. Approximately 10% of the LLSA and LSSA grant money has not been received. Mrs. Smith moved, seconded by Mr. Mosher, that receipt of the January Treasurer's and Monthly Budget Reports be acknowledged, and that they be filed for audit. Motion carried. Warrants 2010-1 through 2010-4, A10-1 through A10-2, and TA10-1 through TA10-2 were available for Board perusal (copy attached to Official Minutes). The 2009 audit has been completed.
3. **Director's Report** (in addition to the written report sent out with the Board packets):
 - A. **Congratulations to Crandall Public Library:** Crandall Public Library is part of a state-wide National Broadband grant called *Broadbandexpress@yourlibrary*. The grant will expand the public computer center at Crandall—and it could mean funds for staffing 2 positions, online resources and software to help job seekers with résumé preparation, test preparation, interview skills, business startups and digital literacy.
 - B. **NYLA Library Leg Day is March 2nd:** Library Lobby Day schedules are in Board folders. Please join us; if you can't please call or write your senator and assemblyperson to let them know libraries can't live on love. A talking point sheet is also in your folders. Libraries have lost funding four times in two years.
 - C. **Controversial Materials:** It is most rewarding to visit with member libraries, their boards and staff. A recurring theme heard during the latest round of visits were trustees' concerns about safety issues and the internet and controversial materials in the library. Please stay for the Webinar "Controversial Materials in the Library" immediately following the Board Meeting.

ALA's Office of Intellectual Freedom is partnering with the Association of Library Trustees, Advocates, Friends, and Foundations to present three one-hour webinars for library trustees on

the topic of controversial materials in library collections. Entitled "Controversial Materials in the Library: Supporting Intellectual Freedom in Your Community," the webinars are intended to help trustees understand the basics of intellectual freedom in libraries. Information on collection development policies, procedures for handling challenges to library materials, and tips on responding to controversies that may arise will be covered.

Barbara Jones, Director of ALA's Office for Intellectual Freedom, will come to our region to talk about a new ALA initiative that invites library users into a national conversation about privacy rights in a digital age. Barbara will showcase some of ALA's ideas and promotional materials at two sessions in our area. Session 1 will be Thursday March 11th from 6 p.m. to 8 p.m. in the Holden Room of the Crandall Public Library, and Session 2 will be Friday March 12th from 9 a.m. to 11 a.m. in the Harry Dutcher Community Room of the Saratoga Springs Public Library. Contact Jennifer Ferriss to register for these sessions. Choose Privacy Week, a week-long awareness campaign and celebration will take place May 2—8, 2010.

4. **Committee Reports:**

A. Audit & Finance:

B. Building: Mr. Mays reported that a new heater for the rest room and motion sensor lighting for the rest rooms are on order. The roofers will be back in the Spring to take care of any unfinished issues; there are no leaks.

C. Bylaws Committee:

D. Central Library Aid and Services:

E. County Aid Coordinators:

F. Library Services:

G. Personnel:

H. Trustee Nominating: Judy Hoover, Chair of the Trustee Nominating Committee, is also eligible for election to another term, and therefore, cannot serve on this Committee. Dr. Elman gratefully accepted Mrs. Smith's offer to serve as Chair.

5. **Unfinished Business:**

A. Whistleblower Policy update: The Whistleblower Policy was sent to SALS attorney for comment. A different policy was suggested, and is under review by the attorney. He will get back to us before the April meeting.

6. **New Business:**

A. Review and approve SALS 2009 NYS System Annual Report: SALS 2009 NYS System Annual Report was reviewed. The number of titles owned by SALS member libraries increased by 9%, there were 247,876 visits to SALS website, SALS received less State and Federal Aid, and no member items. Mrs. Smith moved, seconded by Mrs. Gold, that the SALS 2009 NYS System Annual Report be approved and submitted to the State. Motion carried.

B. Computer Loan Program: Libraries are asked to replace their computers every three of four years. If a library has not had a chance to budget the replacement cost, SALS would purchase a computer for them, and the library would repay SALS on a monthly basis. Mrs. Gold moved, seconded by Mr. Jeffords, that SALS purchase 1 computer per library as needed, for staff use only, and that the library repay SALS on a monthly basis for a period no longer than two years (24 months). Motion carried

- C. Address Verification: The Joint Automation Council Operations Committee would like to turn on a yearly Address Verification setting on Polaris. The current setting is three years. This can create problems with the self-check units at Crandall Public Library. The patron's transaction would be blocked, and they would have to see a staff member. Christine McDonald, Director at

Crandall Public Library, talked about the problems and her concerns. Alex Gutelius, Director at Clifton Park-Halfmoon Public Library, Issac Pulver, Director at Saratoga Springs Public Library, and Tim McDonough, Director at Waterford Public Library, discussed address verification reasons, problems, and self-check issues. Smaller libraries must also be considered. Concerns will be taken to the JA Operations and Policy Committees for further discussion.

- D. SALS Building and grounds becoming a smoke free zone: Courtney Smith of the Prevention Council contacted Mrs. Dallas regarding a smoke-free policy. SALS is already a smoke-free building. A suggestion was made to include all of SALS property in the smoke-free zone. Mrs. Helms moved, seconded by Ms. Jones, that SALS establish a smoke-free zone, eliminating smoking on SALS grounds (building, garage, parking lot, all SALS property). Motion carried. Dr. Elman abstained.

- 7. **Director's Council Report**: A new product was viewed at the Director's Council meeting that teaches basic computer courses, Microsoft products, and GED. The next meeting will be March 10th at Crandall Public Library after the Librarian's Meeting.

8. **Announcements**:

- A. Library Legislative Day March 2, 2010: Please join us in Albany if you can, otherwise please contact your legislators and tell them how important libraries are to you.
- B. Crandall Public Library Mini Golf Day: Saturday, March 20 from 9am to 4:30pm, Crandall Public Library is hosting *Tee Time @ Crandall Public Library*, your chance to play mini golf inside the Library! Real putters, real balls, real deal; 18 holes spanning the full Library. Golfers will pay \$5 each at the door to play the full course – half the price of a movie ticket! Prizes, raffles, entertainment, and “celebrity” guests are sure to make great memories. Additional activities, food, and beverages will be available at the family-friendly “19th” hole
- C. Crandall Public Library: Isaiah Sheffer and selected shorts will be at Crandall Public Library on May 7th.

Dr. Elman declared the meeting adjourned at 1:52 p.m.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary