

SOUTHERN ADIRONDACK LIBRARY SYSTEM

22 WHITNEY PLACE • SARATOGA SPRINGS NY 12866-4596
(518) 584-7300 ☐ FAX (518) 587-5589

SALS Board Meeting • **January 19, 2010** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, January 19, 2010 at the System Service Center and brought to order at 1:03 p.m. with President Arnold Elman presiding.

Present were: Mmes. Gold, Helms, Hoover, Jones, and Nemer, and Mssrs. Elman, Jeffords, and Mosher. Also present were: Sara Dallas, Director at SALS, Cynthia Hedger, Director at Hadley-Luzerne Public Library, Richard Leonelli, President, Crandall Public Library Board of Trustees, Jill Martz, Administration & Finance Manager at SALS, and John Plantier, President, Hadley-Luzerne Public Library Board of Trustees.

Absent with prior notice were: Mmes. Payne and Smith, and Mssrs. Mays and Pepper.

Dr. Elman asked the guests to introduce themselves. Dr. Elman asked that the meeting start with the Director's Report as there was not a quorum present.

1. **Director's Report** (in addition to the written report sent out with the Board packets):
 - A. *Other*: The tentative State Aid charts are now posted on the New York State Library website. It appears that SALS had almost a 14% cut in State Aid in FY 2009. Supplemental Aid softened the blow, as well as receiving some 2008 aid in 2009. The Governor has put Supplemental State Aid in his budget for 2010.

ALA announced "Choose Privacy Week", a new initiative that invites library users into a national conversation about privacy rights in a digital age. Through this program, libraries will be given the resources they need to educate their users, and to help patrons make more informed choices about their privacy. For more information, visit www.privacyrevolution.org.

The Board was asked to consider changing SALS scheduled Board meeting from February 16th to the 23rd. SALS plans to participate in the ALA Intellectual Freedom Webinar "Controversial Materials in the Library: Supporting Intellectual Freedom in Your Community." Topics will include collection development policies, procedures for handling challenges to library materials, and tips on responding to controversies that may arise. Library trustees will be given the information they need to understand the basics of intellectual freedom in libraries. The webinar is scheduled for 2 o'clock. By Board consensus, it was agreed to change the date of the SALS February Board meeting from the 16th to the 23rd.

A quorum was reached at 1:06 p.m.

Many libraries are contacting SALS regarding construction projects. More applications are expected this summer.

Jennifer Ferriss is learning how to use the on-line Summer Reading Program Registration. She will share her impressions about the program. A decision will be made about participating in the FY 2010 program.

Jill Ryder will be working with Literacy New York Greater Capital Region on the "Read Run." The Run will be held on Sunday, June 13th. SALS will help with the promotion.

Tuesday, March 2nd is New York State Legislative Advocacy Day. It is very important that libraries be seen and heard. Appointments will be made with our legislators. More details to follow.

The Board will be asked to approve two LSTA grants; one is for the Summer Reading Program, and the other is for a two-year invitational grant (\$11,400 per year) to assist SALS libraries in improving services to patrons. The grant will help library staff deal with the diverse groups of people who use the library daily. There will be speakers and workshops on security issues, working with outreach populations, community partnerships, customer service, coping skills, and other topics, as well as networking with community groups and agencies.

Dorothy Scoville, a retiree, passed away last week. Her memorial service is Wednesday, January 20, at 1:30 p.m.

- B. Joint Automation Report: There will be a toll free number to reach the JA staff. It is not yet operational.

Tim McDonough, Director at the Waterford Public Library, was appointed Chair of the Joint Automation Council, and Barbara Germain, Director at the Johnstown Public Library, was appointed Vice Chair at the January meeting of the Joint Automation Council.

The Policy Committee will meet to discuss Computer Workstation issues later this month.

- 2. **Approval of Board Meeting Minutes of November 17, 2009**: Dr. Elman asked if there were any changes or corrections to the minutes of the November 17, 2009 meeting. Hearing none, he declared the minutes approved as presented.
- 3. **Treasurer's Report and Monthly Budget Reports for November and December; warrants**: Mrs. Nemer moved, seconded by Mrs. Gold, that receipt of the November and December Treasurer's and Monthly Budget Reports be acknowledged, and that they be filed for audit. Motion carried. Warrants #2009-38 through 2009-43, A09-21 through A09-24, and TA09-25 through TA09-29 were available for Board perusal (copy attached to the Official Minutes).
- 4. **Committee Reports**:
 - A. Audit & Finance:
 - B. Building: A handicapped access door has been installed. A new, larger heater for the Ladies' Room will be installed. Under consideration are motion detector lights in the bathrooms and possibly energy efficient front doors and entryway.
 - C. Bylaws Committee:
 - D. Central Library Aid and Services:

- E. County Aid Coordinators: Warren County aid was cut 50% to \$25,000. Hamilton County aid is \$12,000, no aid is received from Washington County, and Saratoga County aid remains at \$34,000.

Rich Leonelli, President of the Board of Trustees of Crandall Public Library, asked SALS Board to consider what Crandall Public Library does as the Central Library when adjusting the Warren County aid distribution. He feels that everyone should share in the reduction. He also suggested member libraries going to the County Board meetings during the year and reminding them of the services libraries provide to their constituents. Mrs. Gold also suggested member libraries sending "Thank You" notes to State and County officials for current and past support.

- F. Library Services:
- G. Personnel:
- H. Trustee Nominating:

5. **Unfinished Business**:

6. **New Business**:

- A. SALS 2009 Budget and NYS Budget Cuts: SALS had almost a 14% cut in State Aid in FY 2009. Supplemental Aid softened the blow, as well as receiving some 2008 aid in 2009. The Governor has put Supplemental State Aid in his budget for 2010.
- B. SALS 2010 Budget Amendment: Reduce County Aid income and expense by \$28,500 due to reduction in Warren County Aid.
- C. Approve appointment of Mary Ann Hunter to the JA Council: Mary Ann Hunter from the Saratoga Springs Public Library has agreed to serve on the Joint Automation Council for another term. Mrs. Nemer moved, seconded by Ms. Hoover, that Mary Ann Hunter be appointed to the Joint Automation Council for a second term to expire 12/31/2012. Motion carried.
- D. Review Whistle Blower Policy: The proposed Whistle Blower Policy was discussed. By Board consensus, it was decided to send the policy to SALS' attorney with questions regarding anonymous complaints and any language changes necessary.
- E. Suggested Change of February Meeting Date from the 16th to the 23rd: It was suggested to change the SALS Board meeting date from the 16th to the 23rd to take advantage of a webinar on "Controversial Materials in the Library: Supporting Intellectual Freedom in Your Community." The webinar is scheduled for 2 p.m. on the 23rd. Mrs. Helms moved, seconded by Ms. Jones, that the SALS Board meeting date be changed to the 23rd. Motion carried.
- F. Approval of the 2010-2012 LSTA grant proposal abstracts: The LSTA Grants were previously discussed; one is the Summer Reading Program, and the other is for a two-year invitational grant to assist SALS libraries in improving their services to patrons. The grant will help library staff deal with the diverse groups of people who use the library daily. There will be speakers and workshops on security issues, working with outreach populations, community partnerships, customer service, coping skills, and other topics, as well as networking with community groups and agencies. Ms. Hoover moved, seconded by Mrs. Nemer, that both LSTA grants be approved. Motion carried.

- 7. **Directors Council Report**: Cynthia Hedger, Director at the Hadley-Luzerne Public Library, spoke in the absence of Marie Ellsworth, the Directors Council liaison to SALS Board. The Directors are looking at a product that will help adults and children learn. Also discussed was the Patron ID Policy which uses the patron's driver's license number instead of the social security number. This causes a problem with self-checks at the library, but it is being worked on by the JA staff and Polaris.

8. **Announcements:** Mr. Jeffords and Mrs. Martz are working on the Annual Update Document (AUD), an annual financial report, to be filed with the NYS Comptroller's Office.

Dr. Elman declared the meeting adjourned at 1:50 p.m.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary