

SALS Board Meeting  
January 20, 2026, at 1 p.m.  
At the System Service Center and Virtually via Zoom

## Minutes

The regular meeting of the Southern Adirondack Library System was held January 20, 2026 at the System Service Center, and brought to order at 1:00 p.m. with President Carol Kuhr presiding.

1. Call to order
2. Roll Call

Present in-person were: Sue Beck, Heather Crocker, Eleanor DeVries, Laura Goodman, Secretary Janet Lindner, Noelle McCrum, Pat Partello, Tom Shaginaw, Margaret Shapiro, and Debbie Warnock. SALS Staff present in person were: Kim Bolan, SALS Executive Director; Jack Scott, Outreach & Technology Consultant; Pamela DelSignore, SALS Finance & Administration Manager; Faith St. John, Director of Argyle Free Library; and Lisa Christopher, SALS System Services Support Coordinator.

3. Adoption of the Agenda

President Kuhr asked if there were any comments or corrections to the adoption of the January 20, 2026 agenda. Having none, N. McCrum moved to adopt the agenda, seconded by H. Crocker. Ayes: all; Nays: None; Abstentions: None.

4. Approval of Board Meeting Minutes of November 18, 2025

President Kuhr asked if there were any comments or corrections to the minutes of the November 18, 2025 meeting. Having none, S. Beck moved, seconded by M. Shapiro to approve the minutes of the November 18, 2025 meeting. Ayes: all; Nays: None; Abstentions: None.

5. Treasurer's Report and Monthly Budget Reports for November 2025 and December 2025

P. DelSignore reviewed the Treasurer's Report and Monthly Budget Reports for November 2025 and December 2025, as well as the 2025 Annual Treasurer's Report. She shared that the 2025 audit is in process with more information to come. S. Beck moved to accept the 2025 Annual Treasurer's Report, seconded by E. DeVries. Ayes: all; Nays: None; Abstentions: None.

6. Executive Director's Report

In addition to her written report, Executive Director Bolan shared that her remaining member library visits are on schedule to be completed by the February board meeting; the compensation study with Capital CFO+ for all SALS employees (including JA staff) is on schedule and a report will be presented by CFO+ at the February board meeting; SALS employees began using the online time card platform with the first payroll of 2026; the Trustee Handbook Book Club is entering its 6<sup>th</sup> consecutive year of programming and upcoming Trustee Handbook Book Club meetings can be found on the SALS website under Board of Trustees Trustee Training; the Joint Automation Project manager search is moving forward and the hiring committee will have a recommendation in February;

SALS will be attending Advocacy Day in person on February 3, 2026 and J. Scott and L. Christopher are coordinating scheduling and planning; the deadline for the Public and Association Library Annual Reports has been extended to April 1, 2026; a new initiative called Member Library Spotlight is underway where SALS surveys member libraries each month to gather details about library highlights as well as challenges where SALS can assist; L. Christopher has updated the Board of Trustees orientation packet and the final version will be ready for distribution pending the final decision of the revised SALS bylaws. Executive Director Bolan also congratulated Jack Scott for his appointment to the Regents Advisory Council on Libraries.

## 7. Report of the Director's Council

Faith St. John, Director of the Argyle Free Library, shared that the Director's Council met on January 6, with thirteen member library directors in attendance. The Council is revising their bylaws, and is looking forward to reporting member library concerns and best practices in the new year.

## 8. Board Committee Reports

### A. Executive Committee

President Kuhr shared that the Executive Committee met the previous week and began brainstorming partnerships with community organizations, long-term facilities planning, trustee budgeting responsibilities, and will have the SALS reorganization plan finalized for the February meeting.

### B. Bylaws Committee (L. Goodman chair)

The board discussed the proposed revisions to the newly drafted bylaws, the Finance Officer Overview, and Treasurer Duties Overview. Version 2 of the bylaws includes the following officers: President, Vice President, Secretary, and Finance Officer as well as an external Treasurer who is not a member of the board. Version 3 differs in that it includes a President, Vice President, Secretary, and Treasurer as officers. Board members should submit questions and comments to L. Christopher and Executive Director Bolan in preparation to vote on the bylaws at the February meeting. In addition, Executive Director Bolan will send out follow-up information to the board. President Kuhr also shared the retirement of Board Treasurer Bob Jeffords.

### C. SALS Annual Dinner Committee

L. Christopher shared that the Annual Dinner Committee has come to a decision regarding the menu and is moving forward entering into a contract with the Queensbury Hotel.

## 9. Unfinished Business

## 10. New Business

- A. Approve change to 2026 JA fees in the 2026 budget: T. Shaginaw shared that 2026 SALS' budget needs to be amended to account for a correction in 2026 JA fees. He noted that the board will need to vote on the updated SALS budget in February, which will include additional costs for these fees.
- B. Recording and Posting of SALS Board Meetings: the board discussed the decision of the Executive Committee to no longer record and post board meetings via Zoom, and proceed with in-person meetings going forward.

## 11. Announcements

## 12. Public Comment

There were no public comments.

13. Other Business

14. Adjournment

The meeting was adjourned at 2:27pm.

*Next SALS Board Meeting: February 17, 2026, at 1pm at the SALS Service Center.*