

SOUTHERN ADIRONDACK LIBRARY SYSTEM
22 WHITNEY PLACE □ SARATOGA SPRINGS NY 12866-4596
(518) 584-7300 □ FAX (518) 587-5589

SALS Board Meeting □ **June 17, 2025** at 1 p.m.
At the System Service Center and Virtually via Zoom

AGENDA

1. Announcements:

- a. *Introduction of Elected Board Members:* Heather Crocker, Saratoga County, Eleanor DeVries, Washington County, Jordan Hornstein, Hamilton County, Pat Partello, Saratoga County, Margaret Shapiro, Warren County, Debbie Warnock, Washington County

2. Public Comment

3. UHY, LLP – Presentation of SALS 2024 Independent Auditor’s Report:([LINK to report](#))

4. *Committee Assignments 2025-2026:([LINK to Assignments](#)); Approval of the Amended Slate of Officers for 2024-2026:

5. *Approval of Board Meeting Minutes of April 15, 2025:([LINK to minutes](#)) and Annual Meeting, May 19, 2025: ([LINK to minutes](#))

6. *Treasurer’s Report and Monthly Budget Reports for April 2025:([LINK to report](#)) and May 2025: ([LINK to report](#))
April Warrants 2024-9 through 2024-12 and TA24-7 through TA24-9:([LINK to warrants](#))
May Warrants 2024-13 through 2024-14 and TA24-10 through TA24-11:([LINK to warrants](#))

7. Director’s Report:([LINK to report](#))

A. *Other:*

8. Committee Reports:

- A. *Audit & Finance (T. Shaginaw, chair):*
B. *Building (S. Beck, chair):*
C. *Bylaws Committee (L. Goodman chair):*
D. *Central Library Aid and Services (M. Shapiro, chair):*
E. *County Aid Coordinators (Hornstein, Crocker, Beck, Goodman):*
F. *Library Services (P. Partello, chair):*
G. *Personnel (J. Hornstein, chair):*
H. *Trustee Nominating: (J. Lindner, chair):*

9. Unfinished Business:

- A. Update on Search Committee

10. **New Business:**

- A. **Approve Tom Shaginaw, SALS Board Representative, JA Council.*
- B. **Approve JA Policies:* ([link to May JA draft minutes](#))
 - [Identification Information in Patron Registration Policy](#)
 - [Network Connections Policy](#)
 - [Security Policy Addendum](#)
 - [Security Policy Description](#)
 - [Security Policy FAQ](#)
 - [Access to Polaris Policy](#)
 - [Workstation Purchase and Support Policy](#)
 - [User Account Policy](#)
- C. **Approve 2025 JA Budget Amendments:* ([Link to proposed JA Budget amendments](#))
- D. **Approve Placement of bank accounts:*
 - a. Name Arrow Bank as depository of funds to be withdrawn with the signature of one of the following: President, Vice-President, Treasurer, or Secretary.
 - b. Name Adirondack Trust Company as depository of funds to be withdrawn with the signature of one of the following: President, Vice-President, Treasurer or Secretary; also that any one of the following be authorized to borrow funds: President, Vice-President, Treasurer or Secretary.
 - c. Designate Adirondack Trust as depository for FSA withholdings, which are to be withdrawn by the President, Vice-President, Treasurer, Secretary or an authorized FSA representative.
 - d. Authorize borrowing via credit cards by the President, Vice-President, Treasurer, or Secretary.
- E. **Approve site for 2026 Annual Dinner Meeting and placing deposit.*
- F. **Set dates for Personnel, and Audit and Finance committee meetings:*
- G. **Approve the following continuing education and potential travel for SALS staff:*
 - Pamela DelSignore: Camp Finance, Bolton Landing, 10/8-10/9/2025
 - NYS Comptroller – Intro to Governmental Accounting, 11/19-11/20/2025
 - NYS Comptroller – Accounting Principles and Procedures 12/10-12/11/2025
- H. **Designate The Post Star as official newspaper:*

11. **Director's Council Report:**

12. **Announcements:**

* Items so marked are action items

Next SALS Board Meeting: **September 16, 2025**, at 1:00 p.m. at SALS Service Center.