

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting ■ **March 16, 2021** at 1 p.m.
held virtually via GoToMeeting

MINUTES

The regular meeting of the Southern Adirondack Library System was held Tuesday, March 16, 2021, held virtually via GoToMeeting and brought to order at 1:00 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Borden, Connell, Cowin, Kuhr, Lindner, Nemer, Seifts, Shapiro, and Taylor, and Messrs. Hornstein, Odess, and Wise. Also present were: Bob Jeffords, SALS Treasurer; Sara Dallas, SALS Director; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Erica Freudenberger, Outreach & Engagement Consultant; Jack Scott, Technology and Youth Services Consultant; and Dianne Winter, SALS Finance & Administration Manager.

1. **Public Comment** None.

2. **Approval of Board Meeting Minutes of February 16, 2021:**

Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the February 16, 2021, Board meeting. Ms. Connell moved, seconded by Ms. Borden, to approve the February 16, 2021 minutes of the SALS Board meeting. Motion carried.

3. **Treasurer's Report and Monthly Budget Reports for February; Warrants 2021-3 through 2021-6 and TA21-3 through TA21-4:**

Mr. Jeffords reviewed the February 2021 Treasurer's and Monthly Budget Reports. Mr. Odess moved, seconded by Ms. Lindner, that receipt of the February report be acknowledged and filed for audit. Motion carried. (Copy attached to the Official Minutes.)

4. **Director's Report:**

Mrs. Dallas reported that all library workers are eligible for vaccines effective tomorrow, 3/17/21. Anyone working in a library is eligible, regardless of their age.

There will be a workshop in April presented by Dr. Emily Nox, leading expert on issues of intellectual freedom and social justice.

Mrs. Dallas reported that both the Senate and the Assembly have increased funding aid to libraries in their one-house budgets. The Senate has identified \$94.1 million for library aid and \$34 million for library construction. The Assembly has identified \$96.6 million for library aid and \$34 million for library construction. The Assembly budget also includes a state-wide digital inclusion grant program.

Mrs. Dallas thanked the intrepid library staff and trustees who attended the virtual visits for Advocacy Day – we had a slide show, explained SALS and library services offered during the pandemic, libraries in the officials' districts shared local stories, and answered some excellent questions. Thank you letters and follow-up information were sent to each legislator. We also offered to help with their office with questions about libraries and access and broadband. During the visits, the member library staff and trustees also shared the role SALS played in helping libraries adapt to offering virtual services during the pandemic.

Relative to FY20-21 state funding, all forms have been submitted, which should trigger the release of the 20% held back last year by the end of the month.

The American Rescue Plan Act of 2021 will mean a significant influx of federal aid for NYS libraries. The act provides \$200 million for the Institute of Museum and Library Services and billions more for library-eligible programs, including over \$7 billion for broadband. There will also be an emergency connectivity fund with \$7.172 billion to get 100% reimbursement for the cost of hotspots and other Wi-Fi-capable devices (modems, routers, laptops, tablets, and similar devices) to loan to the public. From what I understand, we will also have time to develop an innovative and sustainable plan and given time to make sure it is rolled out correctly.

Another bill worth following is the Build America's Libraries Act. The purpose of this bill is to upgrade our library buildings to address challenges like natural disasters, COVID-19, broadband capacity, environmental hazards like mold and asbestos, and accessibility barriers. There would be no matching funding requirement as is the case for the current state construction program. Some examples of libraries that could do incredible things if this money was available:

- The library building in Whitehall, NY, was built during the civil war. It is not fully accessible, and because it is so close to the Champaign Canal, there are water issues. The library is located in an economically depressed area – and this money would allow the board to make the building accessible. The children's room is in the basement.
- The Caldwell Lake George Library's meeting room is located in the basement – and it is not accessible.
- The Stillwater Public Library is looking to renovate a building in town – the current library is not 100% accessible.

Mrs. Dallas continues to work with individual library boards of trustees. There are discussions underway to develop a Trustee book club to discuss the NYS Trustee Handbook.

Mrs. Dallas has accepted a second term as a member of the ALA Committee on Legislation.

Erica Freudenberger has begun planning and facilitating the new SALS Plan of Service. It is due to the state in October.

SALS will need to review the current Free Direct Access (90.3) plan. This is the agreement among our members on how they share their resources.

We will also need to begin thinking about how SALS will provide services as more people are vaccinated and the executive orders are lifted. Ms. Cowin asked about the ventilation system and Mrs. Dallas responded the system is quite new and filters are changed quarterly.

A. Joint Automation Report:

The JA Council met March 10th. Mr. Wise reported that the JA staff continues to configure machines from the year- end 2020 order. The first order for 2021 was just announced, with an April 2nd deadline. Michele gave a reminder that G2 series computers will be off service as of June 30, 2021; and G3 machines as of 12/31/2021.

Work is ongoing in setting up the new RFID equipment at Crandall. The new sorter will have custom receipts and all new tags will use the new RFID standards.

Quipu has finished testing the patron self-registration product. It will now be set up on the trainer server for testing by the JA staff and system trainers.

Stillwater is getting quotes for a proposed building renovation. The Fort Plain project is mostly complete. The Greenwich extensive renovations are also nearing completion.

New agreements with III, with COVID-19 relief requests built in, are under review. We expect to have new contracts in place soon.

JA staff has elected to skip the current Polaris upgrade, and will instead wait to upgrade to version 7.0 later this year.

Four JA staff and 2 trainers will be attending the virtual IUG 2021 conference. Member library staff can participate at a 50% discount.

There was tremendous support during Advocacy Day for extending WiFi in underserved areas. JA staff was complimented during these meetings for work done to keep services running during the COVID shutdown.

The Library or Congress will review subject headings and ask Congress to approve changes. SALS and MVLS will reconsider local action if the LC fails to update subject headings.

B. Other:

There was a discussion of vaccination eligibility for librarians. Ms. Taylor recommended those going to get vaccinated bring proof of their eligibility. In the case of a librarian, that would mean bringing a paystub or other proof of library employment.

5. Committee Reports:

- A. Audit & Finance (R. Wise, chair): None.
- B. Building (C. Connell, chair): Ms. Connell discussed that the committee met with two vendors to review products they were proposing we install at the SALS building. The committee is recommending the Cobra lock system from Wolfe Safe and Lock. It is considerably cheaper, a well-established product, and a local company.
- C. Bylaws Committee (R. Wise, chair): None.
- D. Central Library Aid and Services (D. Nemer, chair): None.
- E. County Aid Coordinators (Seifts, Connell, Odess, Cowin): None.
- F. Library Services (C. Kuhr, chair): None.
- G. Personnel (L. Borden, chair): None.
- H. Trustee Nominating: (E. Cowin, chair): Ms. Cowin reported that we have two possible candidates who are both interested in the Warren County seat.

6. Unfinished Business:

7. New Business:

- A. *Approve Building Committee's locks vendor recommendation.

The committee moved to approve hiring Wolfe Safe and Lock to install Cobra locks system at the SALS building. Motion carried.

- B. *Approve SALS 2020 Annual Report

Mr. Wise moved, seconded by Ms. Seifts, to approve submission of the 2020 SALS Annual Report. Motion carried.

C. *Approve revised JA Library Agreement

Mr. Wise and Mrs. Dallas introduced the JA Agreement process to the board. The libraries are asked to read and sign this agreement each year. It lays out what JA, SALS, MVLS, and the member libraries are each responsible for. Primary changes were for language that was updated to reflect modern technology. Mr. Wise moved, seconded by Ms. Connell, to approve the revised JA Library Agreement. Motion carried.

D. Annual Report process update by Dianne Winter

Ms. Winter reviewed the member library/SALS Annual Report process.

8. **Director's Council Report**: None.

9. **Announcements**: None.

Meeting adjourned at 2:08 p.m. Moved by Ms. Connell, seconded by Ms. Kuhr. Motion carried.

Respectfully submitted,

Dianne Winter