

# SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **March 18, 2014** at 1 p.m.  
at the System Service Center

## MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, March 18, 2014 at the System Service Center and brought to order at 1:03 p.m. with President Arnold Elman presiding.

Present were: Mmes. Debus, Hoover, and McComb and Mssrs. Elman, Hornstein, Mays, Mezzano, Mosher, and Plantier. Also present were: Jennifer Ferriss, SALS Automation Training & Support and Youth Services Consultant, Bob Jeffords, SALS Treasurer, Jill Martz, Administration Assistant & Finance Officer at SALS, and Jill Ryder, General Librarian and Outreach Consultant at SALS.

Absent with prior notice were: Mmes. Nemer and Payne and Mr. Odess.

1. **Approval of Board Meeting Minutes of November 19, 2013**: Dr. Elman asked if anyone had and changes, additions or corrections to the minutes of the November 19, 2013 Board meeting. Hearing none, he declared the minutes approved as distributed.
2. **Treasurer's Report and Monthly Budget Reports for November, December, January and February; warrants**: Mr. Jeffords reviewed the February Treasurer's and Monthly Budget Reports and asked if there were questions of the previous reports (Nov., Dec. and Jan.). Mr. Hornstein moved, seconded by Mr. Mays, that receipt of the Treasurer's and Monthly Budget Reports be acknowledged and that they be filed for audit. Motion carried. Warrants 2013-35 through 2013-40, 2014-1 through 2014-5 and TA13-23 through TA13-26, TA14-1 through TA14-4 were available for Board perusal. (*Copy attached to the Official Minutes*).
3. **Director's Report** (*in addition to the written report sent out with the Board Meeting packets*): Mrs. Dallas was called away on a family matter, so Jennifer Ferriss gave the Director's Report. This is the first meeting Mrs. Dallas has missed in her ten years as Director.
  - A. **Joint Automation Report**: The Joint Automation Council meets tomorrow, March 19. They will be discussing the firewall, Windows XP being retired (new computers in the hallway), and the Polaris Leap program. MVLS/SALS has an opportunity to get into the LEAP Program now at a reduced rate; it will be part of the ILS in the future. Purchasing of LEAP may impact all SALS and MVLS library's future JA fees.

Mrs. McComb asked about Collection HQ. Mrs. Ferriss reported that it is active and she is training libraries.

Mr. Plantier asked about Governor Cuomo's desire for consolidation of libraries. SALS and MVLS JA partnership is an example of service consolidation.

- B. **Other**: Funding looks good for New York libraries; both the Senate and Assembly are increasing funding over the Governor's Budget.

Mrs. Dallas, Jennifer Ferriss and Jill Ryder went to PLA. It was fantastic and they have ideas they want to explore further.

Mrs. Dallas presented a program on policies, and has received emails expressing interest in NYLTO.

Mrs. Dallas met with the Aspen Institute in a focus group, and felt honored to be a part of the project. She was the voice of library services to rural populations, and asked to share some stories with the Aspen Institute. The Aspen Institute is a partnering of the Gates Foundation, PLA, the Institute of Museums and Libraries Services.

Mrs. Dallas was asked by the ALA Nominating Committee to run for ALA Council. If elected, she will be one of the few voices for public libraries on ALA Council.

The security door project is almost complete.

Mrs. Ferriss and her committee did an outstanding job on the PLA programs. The keynote speaker was excellent. He spoke eloquently on the importance of libraries helping to change people's lives.

4. **Committee Reports:**

- A. *Audit & Finance*: Audit review is in your folder. Mr. Mezzano congratulated SALS staff and thanked Mrs. Martz for her hard work; it was a clean audit report.
- B. *Building*: Mr. Mays reported that the security door project is almost complete. An astragal will be installed to prevent insertion between the doors to activate the motion detector, and a buzzer will be installed to signal that someone is at the door.

The Building Committee met prior to the Board meeting to review the applications for the Construction Challenge Grant. Eight applications were received, and the Committee recommends:

- Argyle Free Library--\$5,000—exterior lighting for visibility of library, safety for patrons and staff and security of the building.
- Town of Ballston Community Library (BUR)--\$5,000—traffic flow safety signs (one-way) and automatic door for Children's Room, call box for area of refuge
- Easton Library--\$5,000—larger exterior sign with new hours, new computer center, repair of bathroom with water damage
- Crandall Public Library--\$1,188—Holden Room lighting
- Hadley-Luzerne Public Library--\$1,426—Iron fence repair, shutters and gutters.

Motion carried.

- C. *Bylaws Committee*: no report
- D. *Central Library Aid and Services*: no report
- E. *County Aid Coordinators*: no report
- F. *Library Services*: Mrs. McComb reviewed the six applications received for the Technology Challenge Grant. The Committee makes the following recommendations:
  - Easton Free Library--\$5,000—Genealogy and laptop—access to Ancestry.com—in partnership with the Wilton Mountain NSDAR
  - Town of Indian Lake Public Library--\$5,000—Computer Literacy Training Center—teaching use of computer and assisting in search for jobs—in partnership with Indian Lake Community Development Corp.
  - Town of Lake Pleasant Public Library--\$5,000—Ancestry.com, genealogy, media transfer, history hub—in partnership with Historical Society of Lake Pleasant & Speculator.

- Cambridge Public Library--\$2,500—Student scholarships to assist with computer maintenance and training—in partnership with Cambridge Public School.
- Clifton Park-Halfmoon Public Library--\$2,500—ESOL/GED services mobile and flexible space—in partnership with Literacy New York Greater Capital Region.

Motion carried.

G. Personnel: no report

H. Trustee Nominating:

- i) Opening in Saratoga County (Arnie Elman will have completed 2<sup>nd</sup> term). Please contact Karen McComb with recommendations.

5. **Unfinished Business**:

6. **New Business**:

- A. Appoint Tim McDonough to the JA Council for another term: Miss Hoover moved, seconded by Mr. Hornstein, that Tim McDonough be appointed for another term to the Joint Automation Council. Motion carried.
- B. Approve SALS Security Door Policy: Mr. Hornstein moved, seconded by Mrs. Debus, to approve the Security Door Policy. Copy attached to the Official Minutes. Motion carried.
- C. Approve SALS 2013 NYS Annual Report: Mr. Mays moved, seconded by Mr. Mezzano, to approve the SALS 2013 NYS Annual Report. Motion carried.
- D. Approve Jennifer Ferriss to sign purchase orders, warrants and payroll during any extended absence of Sara Dallas: Mrs. McComb moved, seconded by Mrs. Debus, to authorize Jennifer Ferriss to sign purchase orders, warrants, and payroll during any extended absence of Sara Dallas. Motion carried.

7. **Director's Council Report**: The Director's Council met February 20<sup>th</sup>; the next Director's Council meeting is April 16<sup>th</sup>. Regina Doi resigned as Director at Galway Public Library, and she had been Chair of the Director's Council.

8. **Announcements**: There was an interesting article in the March 8<sup>th</sup> edition of the New York Times on the changing face of libraries. Dr. Elman wondered if SALS needs to modify the quorum requirements.

Mr. Hornstein moved, seconded by Mr. Mays, to adjourn the meeting at 1:48 p.m. Motion carried.

Respectfully submitted,

Nancy L. Bowen  
Recording Secretary