

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **March 21, 2017** at 1:00 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, March 21, 2017 at the System Service Center and brought to order at 1:00 p.m. with Vice President, Jordan Hornstein presiding.

Present were: Mmes. Borden, Connell, McComb, Nemer and Payne, and Messrs. Hornstein, Plantier, Mays, and Wise. Also present were: Sara Dallas, Director at SALS, Bob Jeffords, SALS Treasurer, Erica Freudenberger, SALS Outreach and Engagement Consultant, Jill Martz, Administration & Finance Manager at SALS, and Jennifer Ferriss, SALS Assistant Director & Community Liaison, Kathy Naftaly, Director at Crandall Public Library in Glens Falls, Cindy Mirra, SALS System Services Support Representative. Excused absence: Mmes. Debus and Messrs. Mezzano, and Odess.

1. **Approval of Board Meeting Minutes of January 17, 2017:** Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the January 17, 2017 Board meeting. Mr. Wise moved, seconded by Ms. Nemer, to approve the minutes of the January 17, 2017 SALS Board meeting as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Report for January and February; warrants:** Mr. Jeffords reviewed the January and February Treasurer's report. Mr. Wise moved, seconded by Ms. Nemer, that receipt of the January-February reports be acknowledged and filed for audit. Motion carried. Warrants 2017-1 through 2017-6 and TA17-1 through TA17-5 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*):
 - A. **Joint Automation Report:** The JA staff are working to develop a method roll out the JA Security Policy electronically and gather electronic signatures. Lists of account holders in each of the libraries and systems are under review. Once the lists are reviewed, they will be sent to the corresponding library.
 - B. **Other:**
 - i) Mrs. Dallas reported there are issues with the President's proposed federal budget. Included are significant cuts to libraries and museums, including elimination of the Institute of Museum and Library Services (IMLS). Approximately 8 million federal dollars comes to New York through IMLS. The New York Library Association (NYLA) is developing a message regarding support for IMLS funding.
 - ii) Both the NYS Senate and NYS Assembly have released their one house budget bills, which signals the final stretch before adoption of the state budget. Senate – State Library Aid: +8M over Governor's Executive Budget (\$99.6M Total) State Library Construction Aid: =15M (\$29M Total) Assembly – State Library Aid: +4M (\$95.6M total) State Library Construction Aid: +11M (\$25M Total). Ms. Dallas reported these adds are a testament to the hard work and commitment of New York's library advocates. Thanks to those efforts, we currently have support in each house heading into final negotiations with the Governor. However, these numbers are mere proposals, and nothing is assured. We still could face the Governor's funding cuts.
 - iii) Mr. Wise reported that the Polaris upgrade went well.
 - iv) Erica Freudenberger reported on Literacy Events.
 - v) Mrs. Dallas reported that SALS was closed due to weather on Tuesday March 14, 2017. On March 15, SALS opened at 10:30 a.m. Due to the weather the delivery service cancelled all deliveries for March 14 and 15.

- vi) Mrs. Dallas reported more changes in staffing in member libraries. Marie Ellsworth is now the director of the Stony Creek Library and Cynthia Hedger has retired from the Hadley-Luzerne Library.
- vii) SALS will be hosting a meeting on Thursday, March 23 to discuss proposed revised minimum standards. One new proposed minimum standard is Trustee education hours. All library board members, including ex-officio board members must complete at least three hours of education annually. Mrs. Dallas reported that in the review of her evaluation, a comment was made regarding trustee orientation. Mrs. Dallas suggested that at each future SALS Board meetings, there will be a short trustee refresher on various topics.
- viii) SALS is offering two Bridges out of Poverty training sessions and Trustees and staff that work with the public are encouraged to attend. The first will be Monday April 10 from 9am to 11 am at SALS. The second is Thursday April 13 from 5pm to 7pm at SALS. Both sessions will be taught by an educator from the Prevention Council and will contain the same information. Light snacks will be served in the morning session and pizza and salad will be served at the evening session.
- ix) Mrs. Dallas reported that the Argyle Free Library was in Bill Toscano's blog with the Post Star, "What's New at Argyle Library: Prom Dresses. Argyle library director, Hannah Stahl, worked with Leslie Balcom, a special education teacher at the Argyle Central School to organized a "dress shop" at the Argyle Free Library. The library will be accepting donated prom dresses and other items. There will be changing rooms and seamstresses. This will be open to students from all local schools at no charge. The shop is expected to be opened from 1pm to 5pm on Saturdays.

4. **Committee Reports:**

- A. Audit & Finance): No report.
- B. Building Committee: Mr. Mays reported that the engineers are on board to prepare for the construction grants.
- C. Bylaws Committee): No report.
- D. Central Library Aid and Services: No report.
- E. County Aid Coordinators: No report.
- F. Library Services: No report.
- G. Personnel: Ms. Payne reported the Evaluation of Director (*Copy attached to the Official Minutes*)
- H. Trustee Nominating: Ms. Nemer recommended Nancy Seifts of Lake Pleasant as Frank Mezzano's replacement. (*Copy of Nancy Seifts letter attached to Official Minutes*).

5. **Unfinished Business:** No report.

6. **New Business:**

- A. Travel: No report
- B. Other: Mr. Jeffords reported that Jill Martz's official retirement date is June 1, 2017. SALS staff is developing a job description and salary range. It is anticipated to have a new hire by Mid-May.
- C. Ms. Dallas reported the importance of encouraging library staff and trustees to become institutional members of NYLA.

7. **Director's Council Report:** No report.

8. **Announcements:**

Mr. Plantier reported on the Luzerne Challenge grant. Building analysis has had some setbacks but is moving forward.

Next SALS Board Meeting will be held on April 18th at 1:00 p.m.

Ms. Payne moved, seconded by Ms. Connell to adjourn the meeting. Motion carried. Meeting was adjourned at 1:55 p.m.

Respectfully submitted,

Cindy Mirra
Recording Secretary