

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting □ **March 21, 2023** at 1 p.m.
at SALS Service Center and Virtually via Zoom

Minutes

The regular meeting of the Southern Adirondack Library System was held Tuesday, March 21, 2023, at the System Service Center and via Zoom, and brought to order at 1:00 p.m. with President Russell Wise presiding.

Present in-person were: Mmes. Beck, Connell, Cowin, Goodman, Kuhr, Lindner, and Shapiro; and Messr. Hornstein and Wise. Present via Zoom was Mmes. Vineyard. Also present were: Sara Dallas, SALS Executive Director, Bob Jeffords, SALS Treasurer; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Erica Freudenberger, SALS Outreach, Engagement & Marketing Consultant; Jack Scott, Technology & Youth Services Librarian; Colleen Smith, SALS Finance & Administration Manager and Pamela DelSignore, SALS System Services Support Assistant; and Kristel Guimara, Director of the Long Lake Library.

Absent with prior notice were: Mmes. Borden and Taylor.

The meeting was recorded. <https://youtu.be/5oq30dA8JMY>

- 1. Opening Announcements:** Mr. Wise acknowledged the passing of Arnie Elman, former SALS Trustee and President.

Mrs. Dallas noted an error in the second paragraph of the Director Report February – March 2023. Three new representatives were met with during Library Advocacy 2023.

- 2. Public Comment:** None.

- 3. *Approval of Board Meeting Minutes of February 21, 2023** (enclosure):

Mr. Wise asked if there were any additions, corrections or deletions to the minutes of the February 21, 2023 meeting. Having none, Ms. Cowin moved, seconded by Ms. Beck to approve the February 21, 2023 minutes of the SALS Board meeting as distributed. Ayes: All; Nays: None; Abstentions: None. Motion carried.

- 4. *Treasurer's Report and Monthly Budget Reports for February** (enclosure):
Warrants 2023-3 through 2023-5 and TA23-3 through TA23-4 (enclosure):

Mr. Jeffords reviewed the February 2023 Treasurer's and Monthly Budget Reports.

Mr. Hornstein moved, seconded by Ms. Shapiro that receipt of the February report be acknowledged and filed for audit. Ayes: All; Nays: None; Abstentions: None. Motion carried.

5. Director's Report (see attached): The Director's oral report was presented by Mrs. Dallas. Mrs. Dallas reported on the following...

- Mrs. Dallas thanked Jill Ryder for standing in for her at the last meeting.
- For the Annual Meeting, SALS received an estimate of \$4,122 to make it hybrid. We are looking into borrowing a smartboard. Assemblywoman Woerner and Assemblyman Bendett have expressed interest in attending.
- Mrs. Dallas reviewed the Governor's budget, Assembly one house library aid, and Senate one house library aid.
- Better World Books – discussion will be tabled until Ms. Taylor can join us.
- SALS Satisfaction Survey link has been sent to the board. 178 people participated. 62% of our member library directors answered. 99% found our services valuable and relevant. SALS will review and look closely at continually improving our services.
 - Provide more training.
 - Improve communication with library trustees.
 - Review and improve the JA website.
 - Education in regards to central library services.
- Mrs. Dallas made a recommendation to all board members to think about getting a SALS email address for library work.
- Messages From Survivors information was shared with the trustees
- Commendation was extended to Colleen Smith and Pamela DelSignore for their work on the Annual Reports.

- A. *Joint Automation Report*: Included in Director's Report (see attached).
- B. *Other*: Sara Dallas, Jack Scott and Erica Freudenberger shared the PowerPoint that was presented to our legislators during Library Advocacy 2023.

6. Committee Reports:

- A. *Audit & Finance (J. Lindner, chair)*: No report.
- B. *Building (C. Connell, chair)*: SALS Construction Challenge Grant applications are due April 3rd. Sara invited the Building Committee and other trustees, to perform a walk-through of the SALS building on the day of the June meeting.
- C. *Bylaws Committee (J. Hornstein, chair)*: No report.
- D. *Central Library Aid and Services (M. Shapiro, chair)*: A meeting in being planned.
- E. *County Aid Coordinators (Connell, Goodman, Cowin)*: There is a Hamilton County vacancy that needs to be filled.
- F. *Library Services (C. Kuhr, chair)*: Program nominations for the annual meeting are being collected.
- G. *Personnel (J. Lindner, chair)*: Trustee nominations for the annual meeting are being collected.
- H. *Trustee Nominating (J. Hornstein, chair)*: No report.
- I. *Succession Planning (J. Lindner and B. Taylor, co-chairs)*: No report.

7. Unfinished Business:

- A. *Boardable*: Jack will reach out to the Boardable Representative for a quote.

- B. Hybrid Format for the Annual Meeting: The board agreed to hold the meeting face-to-face only. It will not be hybrid. Charge will remain at \$30pp. Russ asked if there were any objections, there were none.

8. New Business:

- A. *Approve 2022 SALS Annual Report (enclosure): Ms. Lindner moved, seconded by Ms. Kuhr to approve the 2022 SALS Annual Report for submittal with a few minor corrections. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- B. *Approve signing of 2022 Management Representation Letter (enclosure): Ms. Shapiro moved, seconded by Mr. Hornstein to approve signing of the 2022 Management Representation Letter. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- C. *Approve appointment of Mary Beranek to the SALS COSAC (enclosure): Ms. Cowin moved, seconded by Ms. Beck to appoint Mary Beranek to the SALS COSAC. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- D. *Approve appointment of Sabrina Herlick to the SALS COSAC (enclosure): Ms. Cowin moved, seconded by Ms. Kuhr to appoint Sabrina Herlick to the SALS COSAC. Ayes: All; Nays: None; Abstentions: None. Motion carried.

9. Director's Council Report: No report.

Announcements:

- Jack will be giving a tour of the training lab after the meeting for the trustees.
- Next SALS Board Meeting: **April 18th, 2023**, at 1:00 p.m. at SALS Service Center and virtually on Zoom.

Ms. Cowin moved, seconded by Ms. Shapiro to adjourn the meeting at 2:09 pm. Ayes: All; Nays: None; Abstentions: None. Motion carried.

Respectfully Submitted,
Pamela DeSignore

* Items so marked are action items