

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS (Southern Adirondack Library System) Board Meeting □

October 15, 2024 at 1 p.m.

at the SALS Service Center and Virtually via Zoom

Minutes

The regular meeting of the Southern Adirondack Library System was held October 15, 2024, at the System Service Center and via Zoom, and brought to order at 1:00 p.m. with President Carol Kuhr presiding.

Present in-person were: Mmes. Borden, Connell, Goodman, Kuhr, Lindner, and Shapiro; and Messr. Shaginaw. Also present were: Sara Dallas, SALS 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, System Services Support Coordinator.

Absent with prior notice was: Mmes. Beck.

Absent without notice was: Mmes. Cowin and Vineyard

The meeting was recorded. <https://youtu.be/t6dqHqL4YUg>

1. Announcements: None.

2. Public Comment: None.

3. *Approval of Board Meeting Minutes of September 17, 2024:

Ms. Kuhr asked if there were any comments or corrections to the minutes of the September 17, 2024, meeting. Having none, Ms. Shapiro moved, seconded by Ms. Connell to approve the minutes of the September 17, 2024 meeting. Ayes: All; Nays: None; Abstentions: None.

4. *Treasurer's Report and Monthly Budget Reports for September: Warrants 2024-25 through 2024-26 and TA24-18 through TA24-19:

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

Ms. Kuhr asked if there were any questions on the report. Having none, receipt of the September reports was acknowledged and filed for audit. (Copy attached to the Official Minutes.)

5. Director's Report: (see attached):

Mrs. Dallas report included the following:

- Mrs. Dallas reported that she has not received any responses from the member libraries' directors regarding the Draft 2025 SALS Budget.
 - SALS hosted a Staff Appreciation Day. Mrs. Dallas thanked Pamela DelSignore for organizing the day. She further acknowledged the Joint Automation and the SALS staff for their work this year. SALS held a fire drill and CPR training. SALS will purchase an Automated External Defibrillator (AED) and receive the necessary training. There are funds in the budget to cover the expense. And finally, Jill Ryder and David MacFarland are the SALS corn hole champs!
 - SALS does not yet have a date for parking lot renovation.
 - Mrs. Dallas asked the Capital District Library Council (CDLC) how many LiNX requests there have been, and the number of forms has not increased; in fact, all numbers have decreased.
- A. Other: Erica Freudenberger presented Path to Belonging, a state-wide initiative to empower small and rural libraries in their community work, to the board.
- B. Joint Automation Report: Included in Director's Report (see attached).

6. Committee Reports:

- A. Audit & Finance (T. Shaginaw, chair): No report.
- B. Building (C. Connell, chair): No report.
- C. Bylaws Committee (L. Goodman, chair): Vote at today's meeting on bylaw amendments.
- D. Central Library Aid and Services (M. Shapiro, chair): No report.
- E. County Aid Coordinators (C. Connell, L. Goodman, E. Cowin, N. Vineyard): No report.
- F. Library Services (E. Cowin, chair): No report.
- G. Personnel (L. Borden, chair): No report.
- H. Trustee Nominating (J. Lindner, chair): No report.

7. Unfinished Business:

8. New Business:

- A. *Approve bylaws revisions in regards to board composition:

From the memo of The Law Office of Stephanie Adams, PLLC

To address the concern regarding identifying qualified and willing trustees, while continuing the commitment to representation of the area of service, I advise this amendment. The first sentence of Article III, "The Board shall be composed of twelve Trustees, three residents each from Hamilton, Saratoga, Warren, and Washington Counties," should be changed to:

The Board shall be composed of twelve Trustees, all of whom are residents of the Area of Service. The Board shall always have at least one Trustee from each county in the Area of Service.

Further, I advise adding this provision to as a second sentence to the second paragraph in Article III:

The annual slate of nominees for Trustee shall be developed to promote meaningful representation of the Area of Service.

Ms. Lindner moved, seconded by Ms. Borden to approve the bylaws revisions in regards to board composition as proposed in the above memo. Ayes: All; Nays: None; Abstentions: None.

- B. *Approve SALS 2024 Budget Amendments: Mr. Shaginaw moved, seconded by Ms. Shapiro to approve the SALS 2024 Budget Amendments. Ayes: All; Nays: None; Abstentions: None.

C. **Approve SALS 2025 Proposed Budget:* Mr. Shaginaw moved, seconded by Ms. Borden to approve the SALS 2025 Budget. Ayes: All; Nays: None; Abstentions: None.

9. Director's Council Report: Mrs. Dallas, reported that at the Director's Council meeting today, she requested that they summarize their future meetings for the SALS board to review.

Announcements: Mr. Jeffords shared that Ms. Claudia Blackler passed away in September. She was the former Director of the Greenwich Free Library and an admired active member of the library up until her passing.

Next SALS Board Meeting: **November 19th, 2024**, at 1:00 p.m. at SALS Service Center and virtually on Zoom.

The meeting adjourned at 1:40 pm.

Respectfully Submitted,
Pamela DelSignore – System Services Support Coordinator

* Items so marked are action items