

# **SOUTHERN ADIRONDACK LIBRARY SYSTEM**

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SALS (Southern Adirondack Library System) Board Meeting □  
**October 17, 2023** 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 17, 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. Cowin, Kuhr, Lindner, Shapiro, and Taylor; and Messr. Hornstein, and Wise. Present via Zoom were: Mmes. Goodman, and 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, System Services Support Coordinator.

Absent with prior notice were: Mmes. Beck, Borden, and Connell.

The meeting was recorded.

- 1. Announcements:** Addition to Agenda item 8.D. will be to appoint Mrs. Dallas as FOIL officer.
- 2. Public Comment:**
- 3. \*Approval of Board Meeting Minutes of September 19, 2023:**  
Mr. Wise asked if there were any additions, corrections or deletions to the minutes of the September 19, 2023, meeting. Having none, Ms. Lindner moved, seconded by Mr. Hornstein to approve the minutes to be filed as distributed. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- 4. \*Treasurer's Report and Monthly Budget Reports for September: Warrants 2023-26 through 2023-27 and TA23-18 through TA23-19:**  
Mr. Jeffords presented the new report format and reviewed the September 2023 Treasurer's and Monthly Budget Reports. 90% of the construction aid was received. Colleen Smith reported that the Honda Pilot has been sold.

**5. Director's Report:** (see attached): The Director's oral report was presented by Mrs. Dallas.

Mrs. Dallas reported on the following:

- Mrs. Dallas acknowledged Colleen Smith's work on improving the financial reports.
  - The New York State Public Library Construction applications have been submitted. We were advised that the full amount of the State aid should be spent, so the balance of \$14 was added to the Clifton Park-Halfmoon Public Library application.
  - Assemblywoman Carrie Woerner will attend the October SALS Director's Council meeting on Friday at 10:00am at SALS. The board is invited to attend.
  - Mrs. Dallas reported that visiting member library board meetings has been rewarding and she enjoys hearing praises for the work being done by the SALS staff.
  - The Saratoga County grant has been submitted. Mrs. Dallas thanked Jill Ryder for her work on the grant.
  - SALS staff will begin to review and work on policies.
  - Mrs. Dallas will present at a New York Library Associations pre-conference meeting with Stephanie Cole-Adams and Lauren Comito.
  - Mrs. Dallas again recommended that board members attend the NYLA conference in Saratoga Springs if they are able.
  - Mrs. Dallas recommended the reappointment of Guin Forsey (Central Library Representative) to the Joint Automation Council.
  - Gratitude was again extended to Assemblywoman Woerner for funding Messages From Survivors
    - Poignant responses/reviews have been received from people who have experienced the exhibit.
    - Consequently, the libraries have been educating the public on QR code use.
  - Trustee Handbooks have been updated and will be distributed after the NYLA Conference.
  - Trustees have access to United for Libraries, a division of the American Library Association.
- A. *Other:* Jack Scott reported on the Niche Academy
- B. *Joint Automation Report:* Included in Director's Report (see attached).

**6. Committee Reports:**

- A. *Audit & Finance (J. Lindner, chair):* Budget to be voted on later in the meeting.
- B. *Building (C. Connell, chair):* No report.
- C. *Bylaws Committee (J. Hornstein, chair):* No report.
- D. *Central Library Aid and Services (M. Shapiro, chair):* Central Library Funds and Book Aid was received. The funds will continue to support Ancestry & Heritage Quest, the OCLC (Global Library Cooperative), Overdrive & Libby, SANG, Inter-Library Loan, and Reference Services.
- E. *County Aid Coordinators (Connell, Goodman, Cowin, Vineyard):* Ms. Cowin reported that they have sent a letter of thanks to the county treasurer for continued support. Ms. Goodman, no report. Ms. Vineyard, no report. Mrs. Dallas reported that Karen Mc Comb and Nancy Seifts of Lake Pleasant will reach out to Hamilton County.
- F. *Library Services (C. Kuhr, chair):* No report.
- G. *Personnel (J. Lindner, chair):* No report.
- H. *Trustee Nominating (J. Hornstein, chair):* No report.

**7. Unfinished Business:**

- A. SALS' Parking Lot Estimates: On hold until spring when weather will allow repaving.

**8. New Business:**

- A. Approve SALS' 2024 Proposed Budget: Mrs. Dallas reported that there were no responses from the member libraries. Mr. Jeffords reported that there have not been any changes since the September meeting. The Finance Committee moved to pass the proposed SALS' 2024 Budget. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- B. Permission for Sara Dallas to attend PLA April 3 – 5, 2024 in Columbus, Ohio: Ms. Cowin moved, seconded by Ms. Shapiro for Sara to attend PLA in April in Columbus, Ohio. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- C. Motion to approve SALS' support of the American Library Association and the work that it does: Mrs. Dallas suggested that the Southern Adirondack Library System (SALS) state its support for the American Library Association (ALA) on behalf of SALS, SALS member libraries and the residents of the SALS region. Ms. Shapiro moved, seconded Mr. Hornstein to approve SALS' support of the ALA. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- D. Appoint Sara Dalla as the SALS FOIL Officer: Ms. Cowin moved, seconded Ms. Kuhr to appoint Sara Dallas as the FOIL Officer. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- E. Reappointment of Guin Forsey (Central Library Representative) to the Joint Automation (JA) Council: Mr. Wise asked if there was any discussion. Having none the board voted to reappoint Guin Forsey to the JA Council. Ayes: All; Nays: None; Abstentions: None. Motion carried.

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

**10. Announcements**: Carol Kuhr will be presenting at NYLA Annual Conference on Friends of the Library and Fundraising.

Next SALS Board Meeting: **November 21, 2023**, at 1:00 p.m. at SALS Service Center and virtually on Zoom.

The meeting adjourned at 1:41 pm.

Respectfully Submitted,  
Pamela DelSignore – System Services Support Coordinator

\* Items so marked are action items