

# SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting ■ **October 19, 2021** at 1 p.m.  
held virtually via GoToMeeting

## MINUTES

The regular meeting of the Southern Adirondack Library System was held Tuesday, October 19, 2021, held virtually via GoToMeeting and brought to order at 1:00 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Beck, Borden, Connell, Cowin, Kuhr, Lindner, Seifts, and Shapiro; and Messrs. Hornstein, Odess, and Wise. Also present were: Sara Dallas, SALS Director; Bob Jeffords, SALS Treasurer; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Erica Freudenberger, Outreach & Engagement Consultant, Kathy Naftaly, Director Crandall Public Library  
Absent with prior notice were: Mmes. Taylor

1. **Public Comment** None.
2. **Crandall Public Library Director Kathy Naftaly – Overview of Central Library Services**
3. **Approval of Board Meeting Minutes of September 21, 2021**

Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the September 21, 2021 Board meeting. Ms. Connell moved, seconded by Ms. Shapiro, to approve the September 21, 2021 minutes of the SALS Board meeting as distributed. Motion carried.

4. **Approval of Treasurer’s Report and Monthly Budget Reports for September Warrants 2021-27 through 2021-28 and TA21-18 through TA21-19**

Mr. Jeffords reviewed the September 2021 Treasurer’s and Monthly Budget Reports. Mr. Odess moved, seconded by Ms. Lindner, that receipt of the September report be acknowledged and filed for audit. (*Copy attached to the Official Minutes.*)

5. **Director’s Report:**

Mrs. Dallas reported the keys to the libraries were stolen from two delivery vans while in the SALS’ parking lot. Arnoff has taken complete responsibility and offered to pay to replace locks. The stolen keys were not labeled in an identifiable way. Sharon Shyne and Jill Ryder are working to get duplicate keys for all the libraries. The thief did not enter the SALS building or garage. Arnoff does not think library materials were taken; Jill Ryder will run some reports to track materials in the delivery.

The new law requiring library trustees to attend two hours per year of trustee training goes into effect January 1, 2023. There is money in the SALS budget to offer training opportunities.

Mrs. Dallas reported that the SALS Plan of Service was approved by the Division of Library Development (DLD).

The CARES Final reporting was also approved by DLD; the funding was used to pay for JA staff during the pandemic.

Mrs. Dallas met with the Capital District Library Council (CDLC), Mohawk Valley Library System (MVLS), Upper Hudson Library System (UHLS) regarding American Rescue Plan Act (ARPA) federal

funds \$325,975 dollars. Under ARPA, the funding will be used to help communities respond directly and immediately to the pandemic, as well as to related economic and community needs through equitable approaches in digital inclusion and library services. Matching requirements for these funds are waived. The funds should be used to advance digital inclusion in collaboration with public library systems and public libraries.

Projects must address a minimum of three of five areas:

- Affordable robust broadband internet service;
- Internet-enabled devices that meet the needs of the user;
- Access to digital literacy training;
- Quality technical support;
- Applications and online content designed to enable and encourage self-sufficiency, participation, and collaboration.

Project activities must occur between September 1, 2021 and June 30, 2022. All funds must be spent by July 31, 2022. Deadline for submission is November 18th. Approval of application is 4-6 weeks after submission.

Mrs. Dallas, Jack Scott, and Erica Freudenberger proposed using the funds to make SALS library websites ADA accessible.

The search committee is setting up interviews with candidates for the Financial – Administrative Manager Position and plan to interview candidates the week of October 25<sup>th</sup>, 2021.

Dianne Winter is working with Mr. Jeffords and Mrs. Dallas and will come to SALS to help with payroll and accounts payable. Many of her other responsibilities have been shared among staff.

SALS staff continues to work a hybrid in office/remote work schedule.

Adirondack Cabling will be doing some wiring work necessary for the new phone system.

SALS has signed on as a partner for a Schmidt Family Foundation Grant being submitted by Older Adults Technology Services (OATS). This project would provide digital training for older adults. SALS is awaiting word if it will be funded.

Assemblywoman Woerner suggested SALS participate in the Human Library Project. SALS is moving forward with this project and is hoping to partner with Leslie Gallager and Human Library NYC.

A. Joint Automation Report:

B. Other:

## 6. **Committee Reports**:

A. Audit & Finance (R. Wise, chair): Reminder the board will vote to approve the 2022 SALS budget.

B. Building (C. Connell, chair): None.

C. Bylaws Committee (R. Wise, chair): Reminder to return conflict of interest certification.

D. Central Library Aid and Services (M. Shapiro, chair): None.

E. County Aid Coordinators (Seifts, Connell, Odess, Cowin): None.

F. Library Services (C. Kuhr, chair): None.

G. Personnel (L. Borden, chair): Linda Borden, Bob Jeffords, Russ Wise, Sara Dallas met to discuss replacing SALS Financial – Administrative Manager, Dianne Winter.

H. Trustee Nominating (E. Cowin, chair): None.

7. **Unfinished Business:** None.

8. **New Business:**

A. *Approve Proposed 2022 SALS Budget*

2022 Budget proposed by Finance Committee. Ayes: 10; Nays: None; Abstentions: 1. Motion passed.

9. **Director's Council Report:** None.

10. **Announcements:** None.

Ms. Borden moved, seconded by Ms. Beck, to adjourn the meeting. Adjourned 1:52 pm.

Respectfully submitted,

Jill Ryder  
Recording Secretary