

SOUTHERN ADIRONDACK LIBRARY SYSTEM

22 WHITNEY PLACE • SARATOGA SPRINGS NY 12866-4596

(518) 584-7300 ☐ FAX (518) 587-5589

SALS Board Meeting • **October 16, 2018** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held Tuesday, October 16, 2018 at the System Service Center and brought to order at 1 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Borden, Connell, Kuhr, Lindner and Seifts, and Messrs. Hornstein, Odess, Plantier and Wise. Also present were: Sara Dallas, SALS Director, Erica Freudenberger, SALS Outreach Consultant, Bob Jeffords, SALS Treasurer, Jill Ryder, SALS Assistant Director & Collection Management Consultant, Jack Scott, SALS Technology & Community Youth Services Librarian, Dianne Winter, SALS Finance & Administration Manager.

Absent with prior notice were: Mme. Cowin, Nemer, and McComb

1. **Public Comment:**

2. ***Approval of Board Meeting Minutes of September 18, 2018 :**

Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the September 18, 2018 Board meeting. Mr. Odess moved, seconded by Ms. Borden, to approve the minutes of the September 18, 2018 SALS Board meeting as distributed. Motion carried.

3. ***Treasurer's Report and Monthly Budget Reports for September 2018; warrants:**

Mr. Jeffords reviewed the September Treasurer's and Monthly Budget Report. Mr. Wise moved, seconded by Ms. Lindner, that receipt of the September reports be acknowledged and filed for audit. Motion carried. Warrants 2018-28 through 2018-29 and TA18-20 through TA18-21 were available for Board perusal. (*Copy attached to the Official Minutes.*)

4. **Director's Report:**

Ms. Dallas announced a survey was sent out to trustees for their opinions about trustee continuing education. Some responders feel that CE is beneficial, others feel that having mandatory CE will mean trustees will resign. Ms. Borden recommended holding CE courses in various central locations throughout the SALS service area.

On October 18th & 20th, Ms. Dallas and Ms. Freudenberger will host two additional Trustee Orientation sessions, bringing the total number of participating Trustees to approximately 50.

The SALS Anti-Harassment Policy needs revisions to comply with the new regulations for the Sexual Harassment Prevention Regulation signed into law by Governor Cuomo. Ms. Dallas directs the Trustees to the revised SALS Policy which now includes a complaint form, revised steps and procedure, legal protections and external remedies, language from the State Human Rights Law, Civil Rights Act of 1964, local protections and contacting the local police.

The SALS staff brought the SALS 2019 Budget to the Director’s Council in September. No concerns or requests for changes were made.

Ms. Dallas shared from the Division of Library Development that all State Construction Aid has been allocated within each public library system. That means it is highly unlikely libraries in our system that did not get the 75/25 match will see additional funds.

Ms. Dallas reported that SALS will resume providing services to the Great Meadow Correctional Facility. Services were on hiatus while the facility’s librarian was out on extended leave.

Ms. Dallas shared information affecting the greater library world: 1) the signing into law of the Marrakesh Treaty Implementation Act, which makes the production and international transfer of specially-adapted books for people with blindness or visual impairments easier by establishing a set of limitations and exceptions to traditional copyright law; and 2) EBSCO and the Colorado Library Consortium have been sued by the Thomas More Society to stop providing “school databases that are sexually explicit or obscene-as-to-minors” or to require each defendant to stop telling the public that the databases are age appropriate, even though the identified materials are neither legally obscene or even, in most cases, age-inappropriate.

A. Joint Automation Report: No report.

B. Other: No report.

5. **Committee Reports:**

A. Audit & Finance (R. Wise, chair): No report.

B. Building Committee (C. Connell, chair): No report.

C. Bylaws Committee (R. Wise, chair): No report.

D. Central Library Aid and Services (D. Nemer, chair): No report.

E. County Aid Coordinators (Seifts, Connell, Odess, Plantier): No report.

F. Library Services (C. Kuhr, chair): No report.

G. Personnel (L. Borden, chair): No report.

H. Trustee Nominating (D. Nemer, chair): No report.

6. **Unfinished Business:**

A. *Approve proposed SALS 2019 Budget

Mr. Wise reviewed major highlights in the SALS 2019 Proposed Budget which were shared at the September 18, 2018 Trustee Meeting. Mr. Wise moved, seconded by Mr. Odess, to approve the 2019 SALS Budget. Motion carried.

7. **New Business:**

A. Review draft 2019 Continuing Education Challenge Grant description

Ms. Winter acknowledged that funds for this Challenge Grant were allocated with the approval of the 2019 SALS budget. Grant guidelines were shared with the Library Services Committee in advance of the October Trustee Meeting. Minor changes were requested to clarify total grant funding of \$10,000 for the program.

B. Anti-Harassment Policy

Ms. Winter shared background on the need for an updated anti-harassment policy, as it relates to the regulation signed into law by Governor Cuomo at the beginning of October. Changes to the written policy were required by October 9, 2018, and all employees must be trained by October 9, 2019. Updates to the policy were sourced directly from the Model Sexual Harassment Policy provided by the State. Primary additions include 1) outline of a specific procedure for investigating complaints, 2) legal protections and external remedies available to employees, and 3) a sample complaint form. Mr. Wise moved, seconded by Ms. Kuhr, to approve the updated SALS Anti-Harassment Policy. Motion carried.

- 8. **Director’s Council Report**: No report.
- 9. **Announcements**: No report.

Mr. Plantier moved, Mr. Wise seconded, to adjourn the meeting. Adjourned 1:43 pm.

Respectfully submitted,

Dianne Winter
Recording Secretary