

SOUTHERN ADIRONDACK LIBRARY SYSTEM
22 WHITNEY PLACE • SARATOGA SPRINGS NY 12866-4596
(518) 584-7300 • FAX (518) 587-5589

SALS Board Meeting • September 16, 2025 at 1 p.m.
At the System Service Center and Virtually via Zoom

Minutes

The regular meeting of the Southern Adirondack Library System was held September 16, 2025, 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. Beck, Crocker, Goodman, Lindner, Partello, and Shapiro; and Messrs. Hornstein and Shaginaw. Present via Zoom was member Debbie Warnock. Also present in-person were: Kim Bolan, SALS Executive Director; Bob Jeffords, SALS Treasurer; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Jack Scott, Technology & Youth Services Librarian, Pamela DelSignore, SALS Finance & Administration Manager; and Lisa Christopher, System Services Support Coordinator.

The meeting was recorded: <https://youtu.be/k2mFaQAXGpM>.

1. Announcements: None

2. Public Comment: None

3. *Approval of Board Meeting Minutes of June 17, 2025:

Ms. Kuhr asked if there were any comments or corrections to the minutes of the June 17, 2025, meeting. Having none, Mr. Hornstein moved, seconded by Ms. Shapiro to approve the minutes of the June 17, 2025 meeting. Ayes: All; Nays: None; Abstentions: None.

4. *Treasurer's Report and Monthly Budget Reports for June, July, August 2025:

***Warrants 2025-15 through 2025-22 and TA25-12 through TA25-17:**

Mr. Jeffords reviewed the June, July, and August 2025 Treasurer's and Monthly Budget Reports.

Ms. Kuhr asked if there were any questions on the report. After Mr. Shaginaw's question regarding state aid on the Treasurer's reports was answered, receipt of the June, July, and August reports were acknowledged and filed for audit. (Copy attached to the Official Minutes.)

5. Committee Reports:

- A. Audit & Finance (T. Shaginaw, chair): SALS 2025 Budget Amendments and SALS 2024-2026 Proposed Budget. The committee reviewed the proposed SALS 2025 September Budget Amendments. The committee made a recommendation to approve the SALS 2025 September Budget Amendments as framed.

- B. Building (S. Beck, chair): The committee met prior to this meeting to review the State Aid for Library Construction applications.
- C. Bylaws Committee (L. Goodman chair): No report.
- D. Central Library Aid and Services (M. Shapiro, chair): No report.
- E. County Aid Coordinators (Hornstein, Crocker, Beck, Goodman): No report.
- F. Library Services (P. Partello, chair): No report.
- G. Personnel (J. Hornstein, chair): The committee met twice: once to have an exit interview with former Director Sara Dallas, and again to review goals with new Executive Director Kim Bolan.
- H. Trustee Nominating: (J. Lindner, chair): Ms. Partello will be changed to represent Hamilton county from Saratoga county.

6. **Unfinished Business:**

- A. 2026 Annual Board of Trustees meeting: in-person or virtual and location to be determined. The board discussed holding an in-person or virtual event and is considering Crandall Public Library auditorium, or The Queensbury Hotel as potential locations.

7. **New Business:**

- A. *Approve Kim Bolan to attend NYLA Annual Conference November 5 – November 8 and NYALS 2025 Advocacy Launch Monday, September 29, 2025. Mr. Shaginaw moved, seconded by Ms. Crocker. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- B. *Approve revision to SALS Employee Handbook: Change in accrued vacation hours. Ms. Lindner moved, seconded by Ms. Partello. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- C. Review change in auditor/auditing firm. Mr. Jeffords reviewed. Based on personnel changes, it was recommended to not make any changes to auditor.
- D. *Approve State Aid for Library Construction Applications for submittal.
The Building Committee made a recommendation to the board to approve the below application requests for the FY26 State Aid for Library Construction as noted:
 - Ballston Spa Public Library, \$465,000: Mr. Hornstein moved, seconded by Ms. Shapiro. Ayes: All; Nays: None; Abstentions: None. Motion carried.
 - Clifton Park Halfmoon Public Library, \$469,442: Ms. Crocker moved, seconded by Ms. Goodman. Ayes: All; Nays: None; Abstentions: None. Motion carried.
 - Crandall Public Library, \$84,450: Ms. Lindner moved, seconded by Ms. Partello. Ayes: All; Nays: None; Abstentions: Ms. Shapiro. Motion carried.
 - Town of Lake Pleasant Public Library, \$23,066: Ms. Shapiro moved, seconded by Ms. Crocker. Ayes: All; Nays: None; Abstentions: None. Motion carried.
 - Rockwell Falls Public Library, \$15,335: Mr. Hornstein moved, seconded by Ms. Beck. Ayes: All; Nays: None; Abstentions: None. Motion carried.
 - Mechanicville District Public Library, \$161,678: Ms. Partello moved, seconded by Ms. Goodman. Ayes: All; Nays: None; Abstentions: None. Motion carried.
 - Southern Adirondack Library System, \$26,726: Ms. Shapiro moved, seconded by Ms. Crocker. Ayes: All; Nays: None; Abstentions: None. Motion carried.

- E. **Approve amended September 2025 SALS Budget:* Mr. Shaginaw moved, seconded by Ms. Beck. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- F. *Review SALS 2026 Proposed Budget to be voted on at the October 21, 2025 meeting:* Ms. Bolan will forward to member libraries.
- G. **Approve JA 2026 Budget:* Mr. Shaginaw moved to advance the budget, seconded by Ms. Crocker. Ayes: All; Nays: None; Abstentions: None. Ms. Bolan will forward to member libraries.

8. Announcements: Ms. Bolan provided an introductory statement.

* Items so marked are action items

Next SALS Board Meeting: **October 21, 2025**, at 1:00 p.m. at SALS Service Center.