

SOUTHERN ADIRONDACK LIBRARY SYSTEM
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SALS Board Meeting | **September 17, 2019**, at 1:02 p.m.
at SALS Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held Tuesday, September 17, 2019, at the System Service Center and brought to order at 1:02 p.m. with President Jordan Hornstein presiding.

Present were: Mmes. Connell, Cowin, Lindner, Kuhr, Borden, Nemer and Seifts, and Messrs. Hornstein, Plantier, Odess, and Wise. Also present were: Sara Dallas, SALS Director; Bob Jeffords, SALS Treasurer; Cindy Mirra, SALS System Services Support Representative; Jill Ryder, SALS Assistant Director & Collection Management Consultant; Jack Scott, Technology & Community Youth Services Librarian at SALS and Dianne Winter, SALS Finance & Administration Manager.

Absent with prior notice was: Mme. McComb.

1. **Public Comment**: None
2. **Approval of Board Meeting Minutes of June 18, 2019**: Mr. Hornstein asked if there were any additions, corrections, or deletions to the minutes of the June 18, 2019 Board meeting. Ms. Kuhr moved, seconded by Ms. Lindner, to approve the minutes of the June 18, 2019, SALS Board meeting as distributed. Motion carried.
3. **Treasurer's Report and Monthly Budget Reports for June, July and August 2019 (attached); warrants**:
Mr. Jeffords reviewed the June, July and August 2019 Treasurer and Monthly Budget Reports. Mr. Odess moved, seconded by Ms. Kuhr, that receipt of the June, July and August reports be acknowledged and filed for audit. Motion carried. Warrants 2019-15 through 2019-24 and TA19-12 through TA19-18 were available for Board perusal. (*Copy attached to the Official Minutes.*)
4. **Director's Report** (*in addition to the written report sent out with the Board Meeting packets*):
Mrs. Dallas reported that the Library Trustee Association has petitioned to become a section of the New York Library Association. NYLA membership will vote on this action shortly.

Galway and Saratoga Library have submitted their requests for construction projects. Their requests total \$275,010. Town of Ballston Community Library is in progress on their local history room/LED lighting project, which is estimated to be just under \$50,000. Other possible construction grants include projects at The Town of Inlet Public Library, Bancroft Public Library, Crandall Public Library, and the Hadley-Luzerne Public Library. The Governor signed the bill restoring the \$20 million cut from State Aid for Library Construction for FY 2019-2020.

Erica Freudenberger and Ms. Dallas will be presenting programs at the Public Library Association National Conference. The conference will take place on February 25-29, 2020 in Nashville, TN. The PLA 2020 Conference highlights innovative work and ideas that address the core challenges facing public libraries and their communities today. It will feature more than 100 top-quality continuing education programs. The 2020 Conference Program Subcommittee reviewed and

carefully deliberated over the 58 proposals received-a new record number of proposals for a PLA Conference. SALS trustees are encouraged to attend.

Mrs. Dallas requested proposals for facilitators in the SALS Long Range Plan of Service. When Ms. Freudenberger returns from vacation staff will review the submissions and choose a facilitator. Funds for the facilitation of the plan are in the 2020 budget. The long-range plan of service will be completed and approved by the SALS Board by October 2020. The board-approved plan of service will be sent to the New York State Education Department for approval. The new plan will go into effect on January 1, 2021.

The top legislative priority for next year will remain increasing State Aid for libraries and library systems to \$200 million. The focus will be to explain why we need the increase in funding and the impact the funds could have on the lives of New Yorkers. The request for construction aid will be \$75 million. There is a statewide need for more than \$1.5 billion in documented infrastructure need for libraries Statewide. The bill to mandate a librarian (school media specialist) in every school in New York State will remain a legislative priority for NYLA. NYLA Advocacy Day is Tuesday, February 25, 2020.

Mrs. Dallas reported that she began her library board meeting visits which is her favorite activity. She has been to Corinth, Salem, and Hadley Luzerne. On Thursday, September 19th, she is going to Inlet.

Mrs. Dallas was pleased to report that she watched Jack Scott bravely paddle his way across the Hudson River in the boat made of cardboard and duct tape for the Cardboard Boat races in Schuylerville. It took Jack Scott and Jill Ryder five hours to build the boat. Mr. Scott won Best Sportsman.

Joint Automation Report: Mr. Wise reported that a JA meeting was held at SALS on September 11, 2019.

He reported the next order for PC's would be the end of December.

Polaris 6.3 upgrade was completed successfully. In October, Polaris will move to a hosted environment. There will be a Question and Answer meeting on October 3rd at SALS at 9:30 am. GotoMeeting will be available for anyone who would like to participate remotely.

Mr. Wise noted that motions will need to be made later in the meeting under New Business for a 2019 Budget Amendment and Proposed 2020 JA Budget.

Other: None.

5. **Committee Reports:**

- a. Audit & Finance (R.Wise, chair): Mr. Wise reviewed the proposed 2020 budget (to be voted on at the October 15, 2019 meeting)
- b. Building (C. Connell, chair): Ms. Connell reported that the fire inspection was conducted and the building passed. SALS will need to replace a small piece of sheetrock on the ceiling of the boiler room. No asbestos was found in the boiler room. TBS (Technical Building Services) has scheduled repair work. Adirondack P&M fixed the gaps in pipe insulation. Ms. Ryder and Bill Rougier coordinated with Arnoff (SALS Delivery Vendor) to clear areas in the garage as well as within the SALS building. Ms. Ryder and Mr. Rougier did a great job.
- c. Bylaws (R. Wise, chair): No report.

- d. Central Library (D. Nemer, chair): No report.
- e. County Aid Coordinators (Seifts, Connell, Odess, Plantier): Mrs. Dallas reported that Ms. Ryder wrote a grant for Saratoga County Aid. If funded, the money will be used to purchase downloadable content. Mrs. Dallas encouraged everyone to sign the petition to protest the new MacMillian Publishers’ plan to limit readers’ access to new ebook titles by signing and sharing ALA’s online petition at ebooksforall.org
- f. Library Services (C. Kuhr, chair): No report.
- g. *Personnel (L. Borden, chair): Ms. Borden presented Mrs. Dallas’s written proposal to upgrade Ms. Freudenberger from Librarian I to Librarian II. Ms. Borden stated the committee is recommending this to take place effective immediately. Ayes: All; Nays: None. Motion carried.
- h. Trustee Nominating (D. Nemer, chair): No report.

6. **Unfinished Business**: None.

7. **New Business**:

- a. *JA Policies: No action.
- b. *Approve staff conference attendance/travel:
 - i) ALA Committee on Legislation in Washington DC October 16-17 (ALA pays expenses) for Mrs. Dallas.
 - ii) ALA National Legislative Day in Georgetown for Mrs. Dallas.
Ms. Borden moved, seconded by Ms. Nemer, to approve all staff for the conferences. Ayes: 9; Nays: 1. Motion carried.
- c. *Approve member library variances: No action.
- d. *Approve 2019 JA Budget Amendment: Mr. Wise moved to approve the 2019 JA Budget Amendment, “Due to the transition to hosted services, please move \$4,400 from Software Maintenance to Hardware Maintenance”, seconded by Mr. Odess. Ayes: All; Nays: None. Motion carried.
- e. Proposed 2020 JA Budget (available at the meeting):
Mr. Wise reviewed and made the motion to approve the proposed 2020 JA Budget, seconded by Ms. Kuhr. Ayes: All; Nays: None. Motion carried.

8. **Director’s Council Report**: No report.

Announcements: None.

Mr. Wise moved, seconded by Mr. Odess, to adjourn the meeting at 1:57 pm.

Respectfully submitted,

Cindy Mirra
Recording Secretary