

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS (Southern Adirondack Library System) Board Meeting □
September 19, 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 September 19, 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. Beck, Borden, Connell, Cowin, Goodman, Kuhr, Lindner, Shapiro, and Taylor; and Messr. Hornstein, and Wise. 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. Also present were Andrea Simmons, Ballston Spa Public Library Director, Lori Acee, Ballston Spa Public Library Trustees and Secretary, and Eric Hennessey – UHY, LLP Partner and Managing Director, UHY Advisors.

Absent with prior notice were: Mmes. Vineyard

The meeting was recorded.

1. Announcements:

2. UHY, LLP – Presentation of SALS 2022 Independent Auditor’s Report: Eric Hennessey from UHY, LLP reported on this year’s audit findings. Mr. Hennessey reported that the SALS audit had a “clean opinion” which is the highest level of opinion given. He reported that 2022 receipts were less than 2021. Mr. Hennessey explained that this was due to the delayed receipt of 2020 State Aid received in 2021. This situation did not occur in 2022. Additionally, the Cares Act funding of \$40,000 did not repeat in 2022. Disbursements were consistent. The cash balance is strong.

3. Public Comment: Ballston Spa Public Library Director Andrea Simmons described how funds from the State Aid for Library Construction would benefit the community by adding a reading room and local history room to the library by using.

Lori Acee a Ballston Spa Public Library board member and secretary thanked the board for considering their request for State Aid for Library Construction funds.

4. *Approval of Board Meeting Minutes of June 20, 2023:

Mr. Wise asked if there were any additions, corrections or deletions to the minutes of the June 20, 2023, meeting. Having none, the minutes were approved as distributed.

5. *Treasurer’s Report and Monthly Budget Reports for June, July, and August:

Warrants 2023-15 through 2023-17 and TA23-12 through TA23-13:

Warrants 2023-18 through 2023-23 and TA23-14 through TA23-15:

Warrants 2023-24 through 2023-25 and TA23-16 through TA23-17:

Mr. Jeffords reviewed the June, July, and August 2023 Treasurer’s and Monthly Budget Reports.

Mr. Wise asked there were any questions on the report. Having none, receipt of the June, July, and August reports were acknowledged and filed for audit. (Copy attached to the Official Minutes.)

6. Director’s Report: (see attached): The Director’s oral report was presented by Mrs. Dallas.

Mrs. Dallas reported on the following:

- Jamie LaRue’s webinar was very well received. Mrs. Dallas attended the Saratoga Springs Public Library Board Meeting last night, and was asked if SALS could host book discussions for trustees – on Jamie’s new book **On Censorship: A Public Librarian Examines Cancel Culture in the US**.
- Libraries in Illinois have had bomb threats. 71% of voters (both sides of the aisle) oppose efforts to remove books from public libraries. 67% of voters (both sides of the aisle) oppose efforts to remove books from school libraries. Erica Freudenberger and Jack Scott have developed and distributed a tool for front-line library staff that explains Intellectual Freedom Challenges and includes talking points for addressing patron questions.
- Mrs. Dallas reported that her library visits are going very well.
- KUDOS to Colleen Smith and Pamela DeSignore – the SALS Annual Report has been approved.
- Tracie Hall, the American Library Association Executive Director, invited Mrs. Dallas to help her celebrate receiving a Franklin D. Roosevelt Four Freedoms Award (Roosevelt Institute). It will take place at the FDR Library in Hyde Park on Saturday, September 23, 2023. A live stream is available beginning at 11 am.
- Welcome to Jessie Jensen – newest member of the JA staff.
- We are grateful for the generous grant from Assemblymember Carrie Woerner that has allowed us to partner with our member libraries, WMHT and Skidmore College to exhibit a holocaust program called Messages From Survivors created by The Memory Project Productions Inc.
- Jill is working on a grant for downloadable audio books.
- Mrs. Dallas asked that the County Aid Coordinators reach out to their Warren and Hamilton County representatives to see if they need anything.

A. Other:

B. Joint Automation Report: Included in Director’s Report (see attached).

7. Committee Reports:

- A. Audit & Finance (J. Lindner, chair): The committee made a recommendation to approve the SALS Proposed 2024 Budget with no cuts.
- B. Building (C. Connell, chair): The committee made a motion to approve the State Aid for Library Construction applications for submittal in the following amounts:

Ballston Spa Public Library	\$435,447
Bancroft Public Library	\$ 10,171
Clifton Park/Halfmoon Public Library	\$187,201
Stillwater Public Library	\$ 14,137
Schuylerville Public Library	\$159,432
Cambridge Public Library	\$151,952
Lake Pleasant Public Library	\$ 4,200
- C. Bylaws Committee (J. Hornstein, chair): No report.
- D. Central Library Aid and Services (M. Shapiro, chair): No report.
- E. County Aid Coordinators (Connell, Goodman, Cowin, Vineyard): No report.
- F. Library Services (C. Kuhr, chair): No report.
- G. Personnel (J. Lindner, chair): The committee made a recommendation to approve a 3.5% salary increase for the staff in 2024.
- H. Trustee Nominating (J. Hornstein, chair): No report.

8. Unfinished Business:

9. New Business:

- A. *Approve member libraries' State Aid for Library Construction applications: The Building Committee moved, to approve member libraries' State Aid for Library Construction applications. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- B. *Approve Letter to Rockwell Falls Trustees: Ms. Hornstein moved, seconded by Ms. Shapiro, to approve the letter to Rockwell Falls Trustees. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- C. *Approve Erica Freudenberger to attend PLA meeting: Ms. Cowin moved, seconded by Ms. Lindner, to approve Erica to attend PLA meetings. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- D. *Approve Sara Dallas, Jill Ryder, Erica Freudenberger, and Jack Scott to attend NYLA Annual Conference: Ms. Borden moved, seconded by Ms. Goodman, to approve Sara Dallas, Jill Ryder, Erica Freudenberger and Jack Scott to attend the New York Library Association's Annual Conference. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- E. *Approve SALS 2023 Proposed Budget Amendments: Mr. Hornstein moved, seconded by Ms. Kuhr, to approve the SALS 2023 Budget Amendments. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- F. Review SALS 2024 Proposed Budget: To be voted on in October.
- G. Review SALS parking lot estimates: To be tabled for time to gather more information.
- H. *Review and Approve JA 2023 Budget Amendments: Ms. Shapiro moved, seconded by Ms. Beck, to approve the JA 2023 Budget Amendments. Ayes: All; Nays: None; Abstentions: None. Motion carried.
- I. *Approve JA 2024 Budget: Ms. Connell moved, seconded by Ms. Cowin, to approve the JA 2024 Budget. Ayes: All; Nays: None; Abstentions: None. Motion carried.

J. *Approve appointment of Jesse Jensen: Ms. Shapiro moved, seconded by Ms. Beck, to approve the appointment of Jesse Jensen to the JA staff. Ayes: All; Nays: None; Abstentions: None. Motion carried.

10. Director’s Council Report: No report.

Announcements:

Ms. Connell reported that the Waterford library is need of a part-time clerk.

Next SALS Board Meeting: **October 19th, 2023**, at 1:00 p.m. at SALS Service Center and virtually on Zoom.

The meeting adjourned at 2:36 pm.

Respectfully Submitted,
Pamela DeSignore – System Services Support Coordinator

* Items so marked are action items