

# SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **September 20, 2011** at 1 p.m.  
at the System Service Center

## MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, September 20, 2011 at the System Service Center and brought to order at 1:10 p.m. with President Arnold Elman presiding.

Present were: Mrs. Helms and Msrs. Elman, Hornstein, Jeffords, Mays, and Mosher. Also present were: Sara Dallas, Director at SALS, Jennifer Ferriss, Bibliographic Database Specialist at SALS, Jill Martz, Administration and Finance Manager at SALS, and Christine McDonald, Director at Crandall Public Library.

Absent with prior notice were: Mmes. Gold, Hoover, McComb, and Nemer, and Mr. Plantier. Ms. Payne was absent without prior notice.

In the absence of a quorum, Dr. Elman requested that the Director give her report.

1. **Director's Report** (*in addition to the written report sent out with the Board packets*):

- A. *Other*: The Saratoga county Grant was submitted; letters of support were received from all Saratoga County libraries.

31 out of 34 member libraries participated in the Summer Reading Program.

There is confusion concerning the 2% tax cap. NYLA President Michael Borges is making a lawyer available to systems for a fee of \$700 and you get to ask 10 questions.

MVLS libraries Middleburgh and Schoharie were severely damaged in the Hurricane Irene and tropical storm Lee and subsequent flooding. They are asking to waive overdue fines. Anyone wishing to donate you can do so through Open Door in Schenectady.

Free Direct Access (90.3) –libraries are concerned about their name being listed in the “underserved” section. Wording has been changed and will not include specific names of libraries.

Jennifer Ferriss is working with Baker and Taylor regarding the purchase of MARC records. Ms. Ferriss explained the process and reasoning for purchasing MARC records.

- B. *Joint Automation Report*: The Joint Automation Council approved the Joint Automation audit review.

The Polaris 4.0 build will take place October 25<sup>th</sup> and 26<sup>th</sup>. Text messaging will be turned on.

“GoToMeeting” software is moving forward. Headsets will be ordered for the individual libraries.

2. **Approval of Board Meeting Minutes of June 28, 2011:**

3. **Treasurer's Report and Monthly Budget Reports for June, July and August ; warrants:** Mr. Jeffords reviewed the Treasurer's Reports. Acknowledgement of receipt of these reports was not possible due to the absence of a quorum. Warrants 2011-19 through 2011-32 and TA11-12 through TA11-18 were available for Board perusal. (*Copy attached to the Official Minutes.*)

4. **Committee Reports:**

A. **Audit & Finance:**

- i) *Review proposed 2012 budget:* Mr. Jeffords reviewed the proposed 2012 budget.
- ii) *Review revised 2011 budget:* Mr. Jeffords reviewed the revised 2011 budget.

B. **Building:**

- i) *Construction Grants:*
- ii) *JA Computer Room Air Conditioner:* The air conditioner in the computer room will be replaced next week. This will be paid for from JA funds and a New York State Construction Grant.

Mr. Mays would like to schedule a Building Committee meeting. Replacement of the Maintenance Room hollow metal door and frame is in process.

C. **Bylaws Committee:**

D. **Central Library Aid and Services:**

E. **County Aid Coordinators:** Saratoga and Warren County Aid requests have been submitted.

F. **Library Services:**

G. **Personnel:**

H. **Trustee Nominating:**

I. **Annual Meeting Committee:**

- i) **Location for 2012 (54<sup>th</sup>) Annual Meeting:** no Committee meeting was held; a meeting will be scheduled.

5. **Unfinished Business:**

6. **New Business:**

- A. *Approve Free Direct Access Plan (90.3)*
- B. *Approve SALS Plan of Service 2012—2016*
- C. *SALS 2011 Revised Budget*

Due to the lack of a quorum, Mrs. Dallas will contact DLD to see if they will allow us extra time to approve SALS Plan of Service and Free Direct Access Plan. These are due to the DLD October 1, 2011.

7. **Director's Council Report:**

8. **Announcements:**

Mrs. Dallas announced that Carol Clingan, Director at the Mohawk Valley Library System, will be retiring.

Judy Hoover is recovering from shoulder replacement surgery.

Roger Williams, long-time SALS Treasurer, passed away in August.

Mrs. Dallas asked if anyone was interested in attending PLA. Robert F. Kennedy Jr. will be the keynote speaker at the opening general session, and Betty White will be the keynote speaker at the closing general session of PLA.

Dr. Elman declared the meeting adjourned at 1:57 p.m.

Respectfully submitted,

Nancy L. Bowen  
Recording Secretary