

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **April 15, 2008** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, April 15, 2008 at the System Service Center and brought to order at 1:00 p.m. with President Bob Jeffords presiding.

Present were: Mmes. Gold, Helms, Hoover, and Smith, and Mssrs. Elman, Hutchins, Jeffords, Mays, Merrill, and Mosher. Also present were: Elaine Baker, Assistant Director at SALS, Sara Dallas, Director at SALS, Cynthia Hedger, Director at Hadley-Luzerne Public Library, Michele Largeteau, JA Project Manager, Jo Piracci, Director at Clifton Park-Halfmoon Public Library, Christine McDonald, Director at Crandall Public Library in Glens Falls, and Chris Mundell, JA Systems Administrator.

Absent with prior notice were: Mrs. Franz and Mr. Pepper.

1. **Approval of Board Meeting Minutes of February 19, 2008:** Mrs. Smith moved, seconded by Mrs. Gold, that the minutes of the February 19, 2008 board meeting be approved as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Reports for February; warrants:** Mr. Elman noted that there wasn't anything remarkable about the February Treasurer's and Monthly Budget Reports. He also noted that the March reports were not completed as yet. Ms. Hoover moved, seconded by Mr. Elman, that receipt of the February Treasurer's and Monthly Budget Reports be acknowledged, and that they be filed for audit. Motion carried. The following warrants were available for Board perusal:

General Fund – February 2008		
Date	Warrant #	Amount
2/12/2008	2008-4	\$ 6,172.73
2/15/2008	2008-5	4,423.18
2/25/2008	2008-6	7,354.76
	Payroll	92,700.04
		<u>\$110,650.71</u>

Acquires – February 2008		
Date	Warrant #	Amount
2/06/2008	A08-2	\$49,225.96
2/26/2008	A08-3	4,128.37
		<u>\$53,354.33</u>

Trust & Agency – February 2008		
Date	Warrant #	Amount
2/06/2008	TA08-1	\$ 3,289.39
2/26/2008	TA08-2	19,847.67
		<u>\$23,137.06</u>

3. **Director’s Report:**

A. Joint Automation Report: Mrs. Largeteau reported that the JA Council recommends a fee increase from \$.07 to \$.08 per item to take effect in January 2009. Raising the fee is necessary because the servers and other outdated equipment will need to be replaced. A committee has been formed to research programs that will allow people to pay fines, etc. using credit cards.

Kathy Naftaly has agreed to chair the Polaris Users Group.

JA has been working with the Round Lake Library regarding technical issues in the new Malta branch.

JA has been training the MVLS libraries in using the Acquisitions portion of Polaris. Chris Mundell is again handling the Gates Grants; there is a December deadline.

JA is also working on Polaris enhancements that have been requested by the membership.

Looking to the future, the connections that the big 4 libraries have is not large enough to handle the traffic; JA is looking into how to take care of that in the future. The next JA meeting is June 3rd at MVLS.

B. Other: Galway Public Library’s “*Story Quilt*” program was featured in the March, 2008 edition of *American Libraries*.

The New York State Library received a grant for broadband access; SALS may see some funds.

Mrs. Dallas, Mrs. Baker, and Mrs. Ferriss presented the program “Data is Not a Four-Letter Word” at PLA.

Mrs. Dallas reported on the LSTA Grant Library 2.0 Workshop.

A Friday Night Conversation at SALS was held for the trustees of the Stillwater Free Library. Some board members suggested a second one dealing with library finances. They can be replicated for all member library boards.

June Garcia and Sandra Nelson will be here on May 6-7, 2008 to present the CPLA Workshop, “Politics and Networking” at the Saratoga Springs Public Library. To date, over forty people have registered.

Stillwater Free Library and Hudson Falls Free Library declined the Gates Grant.

The Gates Foundation provided an advocacy workshop called “Turning the Page” for library staff, trustees and volunteers at the Sagamore. Local people, Senator Betty Little, Supervisors Frank Mazzano and Joanne Yepsen, and library trustee John Hosley were asked to participate in a panel discussion.

The Gates grant has provided funds to help libraries purchase between 100—200 public access computers in the MVLS/SALS region in year 1.

Mrs. Dallas and Chris Mundell explained that JA staff currently supports between 200—300 staff computers and 1,000 public computers. This is one reason it is highly recommended that computers should be purchased through JA to allow for standardized equipment and configuration. Computers purchased or received outside of JA purchases places a great strain on the JA staff and cannot be supported by JA.

4. **Committee Reports:**

A. Audit & Finance:

B. Building:

C. Bylaws Committee:

D. Central Library Aid and Services:

E. County Aid Coordinators:

F. Library Services:

i) 2007 Library Program of the Year Awards: Mrs. Gold, as Chairperson of the Library Services Committee, recommends the 2007 Library Program of the Year Awards be awarded to Saratoga Springs Public Library for their program “*Strengthening Families,*” and to Greenwich Free Library for their program “*Only the Message Mattered.*” Motion carried.

ii) Gates Grant: Mrs. Gold recommended the Board approve SALS apply for the Gates Grant. Motion carried.

iii) Delivery Service: Mrs. Dallas spoke about the status of the current delivery service with Velocity. Mrs. Gold recommend the Board authorize Mrs. Dallas investigate and send out for bids on a new delivery service. Motion carried.

G. Personnel:

i) 2007 Trustee of the Year Awards: Mrs. Smith, as Chairperson pro-tem of the Personnel Committee, (Miss Hoover was unable to make the pre-meeting meeting) recommended the 2007 Trustee of the Year Awards be given to Joseph E. Mastrianni from Bolton Free Library (posthumously), and to Cynthia Fosberry from Hadley-Luzerne Public Library. Motion carried.

H. Trustee Nominating: The Notice of Annual Business Meeting went out with the invitations to the Annual Dinner. The Trustee Nominating Committee will be putting forth the following candidates:

i) Hamilton County: Russell DeFonce

ii) Warren County: Sandi Payne

iii) Washington County: Paul Mays

I. 50th Anniversary Committee: Sticky note pads with SALS 50th Anniversary logo and green retractable pens with SALS name and years will be given out at the Annual Meeting. The Story Circle programs at the libraries are receiving rave reviews. Nancy Pearl will have a

program Monday the 19th (Annual Meeting), on NPR Tuesday morning, Clifton Park-Halfmoon Public Library on Tuesday afternoon at 2 p.m. (“Opening Books, Opening Doors: Providing Effective Reader’s Advisory Service” for public library staff, Saratoga Springs Public Library on Tuesday evening at 7 p.m. “The Pleasures and Perils of a Life of Reading,” for Friends of the Library and general public, and Wednesday evening at the Clifton Park-

Halfmoon Public Library, “Opening Books, Opening Doors: Providing Effective Reader’s Advisory Service” for public and school library staff serving children and teens. Mrs. Dallas thanked Clifton Park-Halfmoon Public Library, Crandall Public Library, and Saratoga Springs Public Library for helping to make her programs possible.

J. Ad Hoc Compensation:

5. **Unfinished Business:**

A. Approval of Gates Grant: see Library Services Committee report

B. Approval of SALS 2008 NYS Budget: Postponed due to the absence of Mrs. Martz.

6. **New Business:**

A. JA Fees: Mr. Hutchins moved, seconded by Mr. Mays, that JA increase inventory fees from 7¢ per item to 8¢ per item for the year 2009. Motion carried.

7. **Director’s Council Report:**

8. **Announcements:** Jo Piracci, Director at Clifton Park-Halfmoon Public Library, announced that her “Official” retirement was March 29, 2008. She is serving in a consulting and support capacity until the new Director starts on July 1, 2008. Mrs. Piracci spoke of how grateful she was to SALS and SALS Boards for their vision, assistance, and drive over the years.

Christine McDonald, Director at Crandall Public Library, announced that the library signed a RFID contract with Polaris, and thanked Diane Robinson and the entire JA staff for their hard work and assistance in the entire process.

Dick Merrill has a book “Logmarks on the Hudson,” and recently did a book signing. The book was well received.

A virtual walkthrough of the new Crandall Public Library is available online.

Mrs. Smith moved, seconded by Mrs. Helms, that the meeting be adjourned at 1:48 p.m. Motion carried.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary