

SOUTHERN ADIRONDACK LIBRARY SYSTEM

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SALS Board Meeting • **February 17, 2009** at 1 p.m.
at the System Service Center

MINUTES

The regular meeting of the Southern Adirondack Library System was held on Tuesday, February 17, 2009 at the System Service Center and brought to order at 1:07 p.m. with President Dick Merrill presiding.

Present were: Mmes. Gold, Helms, Hoover, Payne, and Smith, and Mssrs. DeFonce, Elman, Jeffords, Merrill, and Mosher. Also present were: Sandra Debus, President of the Board of Trustees of the Round Lake Library, Christine McDonald, Director at the Crandall Public Library, Issac Pulver, Director at the Saratoga Springs Public Library, Sara Dallas, Director at SALS, and Jill Martz, Administration and Finance Manager at SALS.

Absent with prior notice were: Mssrs. Mays and Pepper.

Mr. Merrill welcomed guests and introduced Sandra Debus, Board President of the Round Lake Library.

1. **Approval of Board Meeting Minutes of January 20, 2009:** Dr. Elman moved, seconded by Mrs. Smith, that the minutes of the January 20, 2009 meeting be approved as distributed. Motion carried.
2. **Treasurer's Report and Monthly Budget Reports for January; warrants:** Mr. Jeffords briefly reviewed the January Treasurer's Report. There being no questions, Ms. Hoover moved, seconded by Mrs. Smith, that receipt of the January Treasurer's Report and Monthly Budget Report be acknowledged, and that they be filed for audit. Motion carried.
3. **Director's Report:**
 - A. **Joint Automation Report:** The Joint Automation audit for 2007 was approved at the JA meeting on February 3, 2009. New servers and racks will be purchased. JA meetings will be held at a more central location, Clifton Park-Halfmoon Public Library, rather than alternating between SALS and MVLS. The next scheduled meeting of the Joint Automation Council is Tuesday, March 3rd. The four largest libraries, Crandall Public Library, Clifton Park-Halfmoon Public Library, Saratoga Springs Public Library, and Schenectady County Public Library have the new broadband lines installed.

There will be a Gates conference call on the Broadband Summit and Grant. Michele Largeteau has been nominated to be our representative on the Planning Committee. SALS may not receive many benefits from this grant as our member libraries are so much further ahead than most of the rest of the state.

- B. *Other*: Mrs. Dallas is working on an Adult Literacy Grant with Crandall Public Library, Saratoga Springs Public Library, and Literacy Volunteers of America. This grant would provide English as a Second Language classes to restaurant, hospital and hotel workers.

Construction Grant monies will be released. Future state budgets may not include the smaller of the two Construction Grant monies (\$22K).

Annual Reports are due to the state March 1st, and due to SALS by the end of this week. Three libraries haven't started their reports as yet. Mrs. Martz does a great job reviewing the reports for completeness before they are submitted.

Schuylerville Public Library received three out of five stars in the *Library Hotline* current issue. There is also a blurb on the Crandall Public Library expansion.

The warranties on our Micron equipment were lost due to the Micron bankruptcy. The Joint Automation lawyer said that warranties are so low on the list that they are a non-issue. Chris Mundell has sent emails to member libraries stating that he will try to get the best prices possible on repair parts and inform them of the costs.

4. **Committee Reports:**

- A. *Audit & Finance*:
- B. *Building*: The bad outlet in the Technical Services area has been replaced.
- C. *Bylaws Committee*:
- D. *Central Library Aid and Services*:
- E. *County Aid Coordinators*:
- F. *Library Services*:
- G. *Personnel*:
- H. *Trustee Nominating*:

5. **Unfinished Business:**

- A. *NYSALB Scholarship*: Mrs. Smith moved, seconded by Dr. Elman, that SALS offer two scholarships to the NYSALB Trustee Conference, each not to exceed \$500; one for a trustee of a member library (hopefully, one who wouldn't be able to go without the scholarship) and one for a SALS Board member. Motion carried. The Conference is to be held the weekend of May 1st in Syracuse, New York.

6. **New Business:**

- A. *Approval of SALS 2008 Annual Report for submission to NYS*: SALS 2008 NYS Annual Report was available for Board perusal. Mr. Jeffords moved, seconded by Ms. Hoover, that SALS 2008 NYS Annual Report be approved as distributed. Motion carried.
- B. *Approval of JA Budget amendment*: Approval of the JA Budget amendments was postponed; the figures were not available.
- C. *Approval of LSTA Summer Reading Program Grant*: Mrs. Gold moved, seconded by Mrs. Smith, that the 2009 NYS Summer Reading Program Grant be approved. Motion carried.
- D. *Approval of LVA Adult Literacy Grant*: SALS, Crandall Public Library, and Saratoga Springs Public Library will be working with Literacy Volunteers of America on an Adult Literacy Grant to provide English as a second language classes for restaurant, hotel and hospital workers. Dr. Elman moved, seconded by Mr. Jeffords, that approval be given to apply for this grant. Motion carried.

7. **Director's Council Report:** In the absence of Marie Ellsworth, the Directors Council liaison, Mr. Pulver reported that the Directors have been concentrating on getting ready for the change from NetLibrary to Overdrive as the downloadable audio book vendor. Directors will be selecting content, etc. at the next Directors Council meeting on February 25th.
8. **Announcements:**
 - A. Library Leg Day is March 10th: Appointments for Library Legislative Day were in Board folders. Please let Mrs. Dallas know if you plan to attend. A car would be available to leave from SALS to deliver and pick up participants. Points to mention; there has been an increase of library use of from 10% to 25% depending on the library, one library has had to reduce hours open, and Saratoga Springs Public Library has seen a 50% increase in computer use.
 - B. NYSALB Trustee: Dr. Elman suggested reading the article in the NYSALB Trustee newsletter on "branding" libraries.
 - C. State Librarian: Bernard Margolis, the New York State Librarian and Assistant Commissioner for Libraries, will not be able to come to SALS Annual Meeting due to scheduling difficulties. He would like to visit the individual member libraries.
 - D. Next SALS Board Meeting: SALS next Board meeting will be April 21st.

Mrs. Helms moved, seconded by Mrs. Smith, that the meeting be adjourned at 1:44 p.m. Motion carried.

Respectfully submitted,

Nancy L. Bowen
Recording Secretary