

Directors' Association

Upper Hudson Library System

Friday, February 4, 2005

Attending: Ginny LaJuene (ALTM), Nancy Pieri (BETH), Julie Zelman (BRUN) Darlene Miller (CAST), Deborah Canzano (COHS), Richard Naylor (COLN), Debbie Shoup (EGRN), Barbara Nichols Randall (GUIL), Carol Gaillard (HOOF), Lenny Zapala (MEND), Pat Sahr (NASS), Judy Felsten (RCSC), Paul Hicok (TROY), Phil Ritter (UHLS), Gail Sacco (VOOR), Barbara Schoen (WTVT)

Visitors: Michael Borges, Executive Director, New York Library Association; Todd K. Bishop, Vice President of Business Development, First Cardinal Corp.

Meeting convened at 9:02 a.m.

Minutes of January 7, 2004:

Motion to approve: Carol Gaillard; second, Debbie Canzano. Carried.

UHLS: Phil Ritter

To date, only 3 UHLAN contracts have not been returned. 2006 automation fees have been adjusted to reflect the current circulation figures. There was no discussion of this matter.

Courier Service: Several adjustments to the schedules have been made. So far the company is cooperative. Management listens well to library concerns. There have been few problems with the drivers, but some of them don't always follow the schedule. Jo-Ann Benedetti continues to emphasize to them the importance of keeping to the schedule.

The issue of containers is still under study. Plastic bins would cost approximately \$10-\$11 each. This is lower than the cost of the canvas bags.

Annual Report Narrative: There was discussion as to its importance to member libraries. The consensus was that the practice should be kept for those libraries that want to submit one. Heidi should set a deadline for submission of narratives and not be concerned about those who do not send one in.

Annual Meeting speaker: It was generally agreed that there should be one. Suggestions: Frank Morrow (Institute of Physical Policy) and Deborah Onslow (WMHT).

LSTA: Kids Cooking Grant was funded at \$30,000 less than the amount that was requested (\$113,000). The E-Book Grant was not funded.

Construction Grant: 5 of the 6 applications that were submitted have been approved. Letters will go out soon to the libraries concerned. Negotiations continue concerning the HOOF application.

Revision of UHLS budget: The 2005 UHLS budget was approved for full funding. It is now clear that it must be revised to account for the 5% cut in state funding. An adjustment of \$60,000 is needed. A draft revised budget has been drawn up in which it is suggested that \$29,000 be saved by suspending the incentive grants for this year. Discussion about further cuts centered around the pool collection, databases and health insurance benefits for UHLS staff.

Motion: Judy Felsten moved that the directors continue discussion of revisions to the 2005 UHLS budget at the next Directors Meeting and plan to arrive at consensus for advice at that time. Second, Barbara Schoen. Carried.

Reports:

No reports from:

- UHLH Administration
- Services
- Finance Committee and UHLS Board
- Central Library

Guests: Michael Borges of NYLA and Todd Bishop of First Cardinal Corp.

Mr. Bishop distributed an information packet that describes the work, membership and directorship of the company. He proposes that libraries throughout the state join together to create a self-funded trust fund for injured workers that would be administered by First Cardinal. This group would piggyback on the existing Empire State Education Trust which is made up of private universities and colleges. Under the First Cardinal plan, dividends are paid to members. Dividends come from profit left over after claims, overhead, etc. have been paid.

Other points:

- Payment is made for all medical claims; two-thirds of lost time is covered.
- Discounts are given based on performance.
- Risk management survey is done at outset and annually.
- Volunteers are not covered.

Mr. Bishop suggested that each library FAX him the information page of its current workers compensation policy. He will evaluate the savings possibilities.

Old business: Barbara Nichols Randall gave new information about postage meters. She also reported on her survey concerning the Directors' Conference: 7 libraries responded. It appears that small libraries need it more than large libraries. She will survey everyone once more and simply ask for a yes or no response to the question, "Do you want to continue having an annual directors' conference?")

New business: Library Leg. Day is March 15th. Mary will make appointments with legislators. The NYLA Council will provide a breakfast for legislators and legislative assistants. Sage College will make its lot available for parking but will not give van

transportation to the capitol. City buses will be available. Information concerning the official message will be forthcoming.

Nuts & Bolts:

GUIIL – Barbara Nichols Randall reported on a literary garden program and on the possibility of presenting Story Time at Crossgates Mall.

VOOR – Gail noted that February is Go Red for Women Month. The idea is to promote cardiovascular health for women. She also reported on a resolution proposed by NYLA.

ALTM – The library is honoring 2 long-time volunteers.

RCSC – Judy Felsten reported the RCS now has a microfilm reader. A chess club is being organized.

Motion to adjourn: Debbie Canzano; second, Carol Gaillard. Meeting adjourned at 11:10 a.m. Next meeting March 4, 2005.

Submitted by Pat Sahr, February 21, 2005.