

**Directors' Association  
Upper Hudson Library System  
Friday, March 6, 2009 at UHLS**

**Attending:** Judith Wines (ALTM); Tim Burke (APLM); Kathy Stempel (BERN); Nancy Pieri (BETH); Julie Zelman (BRUN); Darlene Miller (CAST); Deborah Canzano (COHS); Richard Naylor (COLN); Evelyn Butrico (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOFF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Judy Felsten (RCSC); Candy Wilson (RVLL); Mindy Fowler (SNLK); Laurenne Teachout (STEP); Paul Hicok (TROY); Phil Ritter (UHLS)

**Visitors:** Debbie Shoup (RENS); Naomi Hoag, intern @ COHS

**Minutes:**

Meeting convened at 9:00 AM

**Motion: (Nicholas Randall/Naylor)** To approve minutes of February 6, 2009 meeting. Motion carried.

**UHLS: Phil Ritter**

- **March 16** – Deadline for submitting nominations for program, trustee, volunteer, and advocate awards
- **April 20** – Deadline for annual report narrative
- **Survey Monkey** – The training survey will likely be extended; the original deadline was March 13<sup>th</sup>. Phil will send out an email. UHLS has only received 64 responses so far out of a possible 300.
- **Workshops**
  - March 24<sup>th</sup> – *Creating the 21<sup>st</sup> Century Library* – only 12 responses so far, ½ of which are outside of UHLS. This is an introductory session and is good for people three or four years out from starting a project.
  - April – A series of DLD workshops offered regarding construction. Middletown and Onondaga are the closest locations.
  - NYSALB Institute - flyer was sent out to trustees and directors
- **Construction information** – Phil distributed the list of construction needs for 2010-2014 for member libraries. Any project completed or that will be completed in 2009 should be taken off the list. Please let Phil know if there are any changes to the needs of a library.
- **Guidelines for Evaluation of Construction in Grant Application** – Phil distributed this new set of guidelines approved by the UHLS Board. The first step in the procedure is to meet, completely, all State guidelines. Then the application goes to the UHLS Board. The application must be complete before it will be considered.
- **NYLA Lobby Day** – Phil distributed current schedule and list of attendees. There are currently 25 attendees on the list.
- **Fit For Life grant** – Libraries for the Future went out of business – they were the sponsors of the grant. UHLS received a phone call stating the agency had closed up the day before. The grant was for \$25,000 and UHLS had already received \$18,750. They will not receive the rest. An adjustment of \$750 had been made for each participating library. WMHT will receive \$5000, Capital District YMCA will get \$4,000, ALTM Bike Race will get \$500, and there is \$1500 for training. The total needed is \$21,500. Funds will be taken from Adult Services and Outreach from 2008 to cover the difference needed. There will be no goodie bags, prizes, giveaways, and no printing for promoting events. Call Jo-Ann with any concerns.
- **UHLS Board** – new trustees from COLN, STEP, and EGRN.

**UHLS Board: N. Pieri**

- New trustees
- Approved 2008 reconciled budget and UHLS Annual Report
- No significant changes in funding for Riverway. All last year's funding came in at the beginning of the year.

**UHLS Administration: T Burke**

No meeting

**Services Committee: R. Naylor**

- Guidelines for construction grants
- Mini-grants approved as presented

**Finance Committee: N. Pieri**

See UHLS Board

**Central Library: T. Burke**

No meeting

**New Business:**

Debbie Canzano asked if anyone wanted to share anything from workshops attended

- Black Belt Librarians – well received – copies of Warren Graham’s books are in the system
- Summer Reading – well received, exciting. Debbie Canzano & Julie Zelman’s table had the best newly invented game – Zombie Massacre.

**Old Business:**

None

**Nuts & Bolts:**

**TROY:** Last night City Council made budget amendments to one appropriation for the library. TROY has not received any money from the city yet and bills are on hold. Circulation has not decreased.

**RENS:** Architects are attending the next Board meeting. Hoping for a fall opening of the new building.

**SNLK:** Having trouble with renovation planning. Mindy asked for sources for children’s carpeting. Barbara Nichols Randall said there were a few in the State contract. There was a discussion regarding the pros & cons of carpet tiles.

**BRUN:** Book Sale on March 28<sup>th</sup>. They need more money for the renovation. Phil said the grant money was being released and to check State website. This is a perfect opportunity to invite legislators to present check. Julie reports the Capital Campaign has been slow.

**CAST:** 100<sup>th</sup> Anniversary celebration tomorrow – local officials and Tim Gordon will attend.

**EGRN:** Annual Friends Book Sale 4/30-5/3. Programs for Quadricentennials. Hung “Picturing America” photos.

**BERN:** Henry Hudson arriving 3/30 – party planned.

**STEP:** Teen programs. Author program. Parenting program.

**APLM:** Staff Development Day – “Black Belt Librarians” – excellent. Hired a new public information officer, Stephanie Simon. Branch improvement is on schedule – they are past 25% completion. Pine Hills will open first. The new buildings will open in the middle of 2010.

**COLN:** Friends group scheduled their first program. Richard asked if anyone had security cameras. Tim Burke said theirs gets used a lot and their new buildings will have cameras. GUIL just activated cameras looking at the parking lots.

**NASS:** Pull list has grown significantly. Other libraries agreed.

**BETH:** “Picturing America” is up and it looks great.

**POES:** Was named in a will of a local resident and received \$55,000. Money will be put aside for a capital campaign.

**HOOF:** Carol Smalley program – Henry Hudson books. Made salt maps of the Hudson.

**GUIL:** Author program - Ann Easter Smith – Richard III era. Concert – Celtic music. GUIL has a cash register to offer.

**RVLL:** Kid’s program from Exploring Your Shore grant. Poetry workshops scheduled. Planning poetry month with fouity wants to move the library. The City Comptroller has discovered that the library takes in money. They now have a cash register.

**Other:** Phil stated that the new meeting schedule would begin in September.

YS – 2<sup>nd</sup> Friday

ASC – 3<sup>rd</sup> Friday – begins in July

DA – 1<sup>st</sup> Friday

UHLS will not be able to switch meeting is one needs to be canceled.

**Adjournment**

**Motion:** (Zelman/ Zapala) To adjourn meeting. Motion carried. Meeting adjourned at 10:20 AM. Next meeting is April 3, 2009 at 9 AM at UHLS.

Submitted by,  
*Margie Morris*