

**Directors' Association
Upper Hudson Library System
Friday, March 5, 2010 at UHLS**

Attending: Judith Wines (ALTM); Nancy Pieri (BETH); Julie Zelman (BRUN); Sukrit Goswami (COHS); Evelyn Butrico (EGRN); Barbara Nichols Randall (GUIL); Carol Gaillard (HOOF); Lenny Zapala (MEND); Pat Sahr (NASS); Margie Morris (POES); Judy Felsten (RCSC); Elizabeth King (RVLL); Mindy Fowler (SNLK); Paul Hicok (TROY); Phil Ritter (UHLS); Gail Sacco (VOOR); Amanda Benedict (WTVT)

Visitors: Mary Cullinan, CFO (APLM)

Minutes:

Meeting convened at 9:00AM

Motion: (Zapala, Gaillard) To approve minutes of February 5, 2010 meeting. Motion carried.

UHLS: Phil Ritter

- **Lobby Day** – Phil appreciated the good attendance; there were at least 30 people representing UHLS libraries. Most participants stayed all day. This was the best Lobby Day in 10 years. Nancy agreed with that – she said it moved smoothly.
- **Award Nominations** – As of today UHLS has received nominations for two programs and one trustee. Due 3/19.
- **Construction Needs Survey 2011-2015** – Most are set. Phil will call libraries if there are any questions.
- **Erate Technology Plan** – This does not apply to most libraries. They have been received from EGRN and COLN. Still need one form APLM.
- **Construction Grants** – Have been approved. Should receive notification by 3/15.
- **Construction Grant Applications for 2011** – Have been extended to 9/24. Once Phil hears from DLD, he will set a deadline for getting applications to UHLS. It will likely be in August.
- **Annual Reports** – All reports were received and were submitted by 3/1. Gail reminded new directors that many libraries have spreadsheets that capture data throughout the year. Copies may be requested by sending an email to directors.
- **ASC** – next meeting is 3/19.

UHLS Board & Finance Committee: N. Pieri

- Approved purchase of new server
- All other topics covered in Phil's report

UHLS Administration: J Zelman

Meeting on 2/9 was mostly about the floor for Asian Arts. UHLS received three estimates. The lowest was \$7700 to take out carpet, flash patch floor, and install floating, laminate floor. No one knows what the condition of the floor is under the carpet. There was a thought to ask Asian Arts to extend their contract for five years or pay for the cost. Some Board members said not to do anything. Heidi and Phil met with the four owners. They are thinking about the offer from UHLS. Phil will not take any action until he gets a proposal from Asian Arts. They are halfway through a five-year lease.

Services Committee: R. Naylor

- Approved Outreach Mini-Grants
- LSTA application approved
- Six Riverway programs approved
- LSTA Summer Reading Grant approved

Central Library: P Hicok

No meeting

New Business:

Evelyn: **NYLA First Annual Bookfest** to be held April 10 at the Empire State Plaza. Gregory Maguire is the keynote speaker. Events are free and open to the public. Local volunteers are needed. Received \$40,000 from Senator Breslin.

Evelyn: **PLS Spring Conference** to be held 4/29 & 4/30 in Ithaca. See NYLA website to register. Beautiful site for conference.

Barbara: **Post-Lobby Day** - recommended that for the next four weeks directors and board presidents call legislators every week (on a rotating basis) to keep libraries on their radar. It would be a continuation of the message that was given on Lobby Day. She offered a script to follow. Amanda suggested letter writing also. Barbara will send the template out to everyone.

Old Business:

None

Nuts & Bolts:

BRUN: resolved plumbing issues, still have some construction issues. Received WalMart grant and purchased a video projector. Julie will buy speakers and then they can show movies.

MEND: puttering along well

WTVT: Amanda thanked everyone for their responses to her email. She negotiated with her Board and now receives pay for 35 hours per week. Very successful "Love My Library" event.

GUIL: Chamber of Commerce spring fundraiser "Women in Business" will benefit the library. Holding a Cinco de Mayo Celebration at the Colonie Country Club – \$10 per person. Funds will support women's programs at the library.

VOOR: 12th Annual Harbinger of Spring Concert with Latin American music. There is an exhibit in the gallery of Latin American art. The artists were funded by ACCR. Gail broadcast the Olympics at the library. They had chosen skating so some of it was late. It was a good use of their video projector.

BETH: Enjoyed participating in NY Snapshot. Budget has a 0% levy.

EGRN: Suspending the pull list at EGRN for upcoming Monday & Tuesday. Moving AV/DVD collection. Will hold an Open House on 5/16 to show new layout. Also, OGS Procurement Conference in May – more for new purchasers – free 2 day workshop. EGRN has a part-time reference position open – 18 hours.

APLM: Another soft opening of a library. Budget is going to the Board this week.

ALTM: "I Love My Library" event is sold out. Paul Tonko will attend.

RVLL: Thanked those who shared snow closing policies with her. Computer lab is finished. Creating a Teen Lounge – looking for a Stewart's grant to get furniture. Library page received a raise.

COHS: Staff are not happy with some of the changes and are testing him. It was suggested he document conversations in case of union action. Discussion of loans for CDs & DVDs and number allowed out. Teen Group met for the first time. They are working on a Teen Room.

SNLK: Having some staff issues. Gail said different generations communicate differently and they may need more staff training. Carpeting was installed but there was a leak. The roof will be repaired in the Spring.

HOOE: Thanks those who shared employee policies. She put together a policy and it was accepted by the Board.

RCSC: Art Show – district-wide – art teachers enjoyed doing it. They held a reception. RCSC will be trying their first Teen Book/Movie Night. The Board is learning a lot from the focus groups. "Acoustic Doorways" music series – second year.

POES: Working on moving and updating YA section.

TROY: Elevator project beginning – needs to be completed by 6/30/10.

NASS: Instituted regular staff meeting.

APLM: Have had a lot of stolen DVDS. May need a new system.

Adjournment

Motion: (Zapala/ Randall) To adjourn meeting. Motion carried. Meeting adjourned at 10:25AM. Next meeting is April 2, 2010 at 9 AM at UHLS.

Submitted by,
Margie Morris