

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

February 18, 2016
MVLS Service Center

MINUTES

PRESENT: Bernard Allanson, Sarah Beekman, Jane Borrelli, Anthony Gaddy, Barbara Madonna, Mary Salluzzo, Keith Seeber, and Eric Trahan, Director.

EXCUSED: Marion Grimes, Bonnie Kerr, Rebecca Sokol

GUESTS: Kathy Insero

President Sarah Beekman called the meeting to order at 9:00 A.M. Jane Borrelli moved, Bernard Allanson seconded, approval of November 19, 2015 minutes as presented. All approved.

The Agenda was adjusted to address voting items at the beginning of the meeting.

TREASURER'S REPORT: Eric Trahan presented the Statements of Financial Position for November 2015, December 2015, and January 2016, and Payment Schedules for November 2015, December 2015, and January 2016.

Statements of Financial Position

MOTION: To accept and file for audit the Statements of Financial Position for November 2015, December 2015, and January 2016.
Madonna/Gaddy. Ayes - All. Nays – None.

Payment Schedules

MOTION: To approve 2015 Payment Schedules #11 in the amount of \$204,994.89, Schedule #12 in the amount of \$155,916.25, and 2016 Payment Schedule #1 in the amount of \$222,028.88.
Seeber/Borrelli. Ayes - All. Nays - None.

EXECUTIVE COMMITTEE

The January 21, 2016 meeting was canceled due to the lack of a quorum. Eric Trahan presented three issues discussed and acted upon by the Executive Committee on January 27, 2016.

- Approve 2017 Joint Automation annual item fee increase from .09 to .10 per item. The circulation fee will remain at .11 per circulation.
- Approve the Schenectady County Public Library application presented to MVLS for the 2015 Central Library Development Aid. \$84,766 (90%) to be paid now. The final payment will be \$9,418 (10%).
- Award Member Library Advocacy Grants to:
 - Amsterdam Free Library \$1,500
 - Schoharie Free Library \$1,200
 - Fort Hunter Free Library \$500

Funding for the Advocacy Grants will be provided by The Carol Clingan Advocacy Fund (\$1,195) and the Foundation for Mohawk Valley Libraries (\$2,005).

Sarah Beekman presented the following:

MOTION: The Board approves the above three actions of the Executive Committee.
Allanson/Seeber. Ayes – All. Nays – None.

NEW BUSINESS

2015 MVLS BUDGET AMENDMENTS

Eric reported the amendments are to realign the 2015 budget with actual income and expenses. The proposed amendments were presented to the board in an attachment.

MOTION: To accept the 2015 MVLS Budget Amendments as presented.
Madonna/Borrelli. Ayes - All. Nays – None.

EXECUTIVE SESSION

MOTION: To enter into Executive Session at 9:45 A.M to discuss personnel issues.
Madonna/Borrelli Ayes - All. Nays - None.

The business meeting resumed at 10:05 AM.

The **Director's Report** for December was distributed prior to the meeting. Eric Trahan also reported the following:

- The NYLA Advocacy Day is **Tuesday, March 2, 2016**. MVLS will carpool. A schedule of meetings was presented. Eric encouraged trustees to attend and continue to contact the Assemblymen and Senators in their region.
- Attorney Kathryn McCary assisted with a DA request for confidential information.
- MVLS and SALS have purchased Skyriver, a system that will provide cataloguing records. MVLS share is \$6,500.
- Eric has provided trustee training at Middleburgh, Cobleskill, and Fort Hunter. There currently is no requirement for member library trustee training. NYS is moving towards providing a statewide curriculum.

Directors' Council: Met January 7, 2016 and discussed Zinio, advocacy, the MVLS Plan of Service, and member library issues.

During **Privilege of the Floor**, Eric noted several member library news articles were available to share. He reported the Fort Plain construction has started, St. Johnsville has a new boiler, and Gloversville has met its fundraising goal, but more funds are needed. The Bornt Branch will open February 29th. Keith Seeber reported the Fort Plain Free Library is holding a wine-pairing fundraiser in April to help fund its building project. Mary Salluzzo shared magazines that included library stories.

COMMITTEE REPORTS

AUDIT & FINANCE No report.

AWARDS

Nomination and guideline information for the MVLS Library Recognition and Harold & Junice Wusterbarth Volunteer Service awards was distributed to Directors and Board Presidents with a due date of March 31, 2016. Information is posted on the MVLS website at <http://www.mvls.info/mvls-2016-awards/>

BUILDING & EQUIPMENT No report.

LIBRARY SERVICES No report.

NOMINATING

Bonnie Kerr was appointed as Chair. There are currently two Schoharie County vacancies, and one Fulton County vacancy. Terms expire for Mary Salluzzo of Fulton County, and Keith Seeber of Montgomery County. Both trustees are eligible for re-election. The Committee will present a slate of officers at the June organizational meeting.

PERSONNEL No report.

JOINT AUTOMATION COUNCIL

The Council will meet March 16, 2016.

UNFINISHED BUSINESS

FOUNDATION FOR MOHAWK VALLEY LIBRARIES

The Foundation approved \$2,005 for the MVLS Advocacy Grants. Golf fundraisers are being held June 20, 2016 and early August. Attorneys are working to complete a structure for donations that are targeted for particular libraries.

PLAN OF SERVICE

Work continues on developing a Plan of Service to be submitted to the state. Eric continues to visit member library board meetings. D2 Media is doing a pre-focus group online survey for trustees and staff of member libraries. Facilitated focus groups are scheduled at Johnstown Public Library March 29th, Canajoharie Library March 30th, and Cobleskill Library March 31st. Schenectady will be scheduled. Sessions will last approximately one hour.

Eric is developing a revised Free Direct Access document. Approval of a majority of member libraries is needed before submission to the state.

ANNUAL MEETING

Discussion for change was held. Eric will move forward with planning to hold the meeting in May.

ADJOURNMENT:

There being no further business, the meeting was adjourned 11:08 A.M.

TIME AND PLACE OF NEXT MEETING

Date: Thursday March 17, 2016

Time: 9:30 A.M.

Place: MVLS Service Center

Respectfully submitted,

Jane Borrelli, Secretary