

# MOHAWK VALLEY LIBRARY SYSTEM

## BOARD OF TRUSTEES

October 20, 2011

Northville Public Library

### MINUTES

**PRESENT:** Sarah Beekman, Jane Borrelli, Betty Cleary, Cheryl Cufari, Patricia Franco, Marion Grimes, Bonnie Kerr, Barbara Madonna, Ellen McHale, René Roser, Janet Sand, Jean Wildgrube and Carol Clingan, Director.

**EXCUSED:** Margaret Caballeira

**GUESTS:** Michael Burnett, Virginia Conover, Sue Rokos

President Betty Cleary called the meeting to order at 10:10 am.

Betty asked for a moment of silence in memory of Lois Gordon's husband Bob and Christine Dickerson, former director at The Community Library.

Barbara Madonna moved; Jean Wildgrube seconded election of Janet Sand to the MVLS Board of Trustees representing Schoharie County. All approved.

Patty Franco moved; Cheryl Cufari seconded approval of the minutes from September 15, 2011 as presented. All approved.

The **Director's Report** for September was distributed before the meeting. Carol reported:

1. The MVLS contract with Overdrive for the purchase of ebooks was signed and staff is working on the website for this new product. Access fees will be covered by the Central Library and member libraries will be approached for support to have adequate materials to meet public demand. It is anticipated that this ebook service will be in place by the beginning of the new year.
2. MVLS received approval from our insurance company to replace rotating materials lost in the floods at Middleburgh and Schoharie. We should recoup about \$3100 in materials after the deductible. Staff is working on replacement orders.
3. Two member library meetings are scheduled, Saturday, October 22 at MVLS and Wednesday evening, October 26 at Canajoharie for member library staff and trustees; all libraries are sending representatives
4. NYLA is advising any library board that is going for a budget vote to pass a resolution approving overriding the 2% tax cap.
5. The NYLA conference will be held November 2-5 in Saratoga Springs.

Michael Burnett reported the **Directors' Council** will meet October 27, and the Council is very interested in the progress on ebooks. They are appreciative of NYS funding of the Construction Grants.

During **Privilege of the Floor**, Michael Burnett welcomed everyone to Northville, and gave a short history of the library, noting that the meeting room is available thanks to NYS construction grant funding. Betty Cleary shared newspaper clippings of events from several member libraries. She noted that Gloversville raised \$28,000 and Fonda \$2700 in each library's fundraisers held last week.

### TREASURER REPORT

In the absence of the Treasurer, Carol reviewed the September Financial Statement. She noted that MVLS is waiting for the final 10% payment of Local Services Support Aid (to system) and Local Library Services Aid (to libraries).

### Statements of Financial Position:

**MOTION:** To accept for audit the Statements of Financial Position for September 2011.  
Madonna/McHale. Passed.

### Payment Schedules:

**MOTION:** To approve Payment Schedule #9 for September in the amount of \$84,176.24.  
Franco/Beekman. Passed.

## COMMITTEE REPORTS

### AUDIT AND FINANCE

A meeting of the committee will be held before the November board meeting to review the proposed budget.

### AWARDS

No Report

### BUILDING & EQUIPMENT

René Roser reported the roof was fixed and all else going well. MVLS now has weekly pickup of recyclables.

### LIBRARY SERVICES

Patty Franco reported that the committee met and approved amounts for Public Library Construction grants, each library (other than Schenectady) will receive what they asked for and Schenectady will take what is left. Carol noted that Library Development believed that construction funds unspent in other systems would likely be given to Schenectady. The committee will meet in April 2012 to decide on what criteria will be used by MVLS to determine library eligibility for a 25% match on construction grant funds.

The committee also discussed the MVLS Direct Access Plan, which Carol and Michael Burnett will draft, and which is due to the state with our Plan of Service in October, 2012.

### NOMINATING

No Report

### PERSONNEL

Marion Grimes reported that the committee met and considered action relating to the high increase in the Excelsior Program for retiree health insurance. Those retirees eligible for the CDPHP Medicare Advantage Plan were sent letters explaining MVLS fiscal situation and explaining that MVLS can no longer support the Empire Excelsior Program. Beginning in 2012, retirees may remain on the Excelsior Plan but MVLS will only support the amount that would be funded for the CDPHP plan, so they would have to pay the difference in cost.

Contractual changes for the next year were discussed. There will be no increase in salary for the years 2010-2011-2012; there will be a \$1000 bonus in January 2012 for staff working in 2012, and reduced summer hours (Fridays 8:30 a.m. – 1 p.m.) which sunsets December 31, 2012. MVLS is just waiting for official language from CSEA.

**Motion:** To extend contract changes of \$1000 bonus and reduced summer hours to Administrative staff.  
Committee. Passed.

### JOINT AUTOMATION COUNCIL

A November meeting is scheduled.

### SEARCH

**Motion:** To contract with Elissa Kane, Library Matters, to facilitate the search process for a new MVLS director.  
Cufari/Wildgrube. Passed.

### CONFLICT OF INTEREST POLICY

**Motion:** To adhere to current Conflict of Interest Policy without requiring an annual statement from trustees.  
Madonna/Grimes. Passed.

## NEW BUSINESS

A list of recommended MVLS Construction grant applications was presented by the Library Services Committee:

- The Community Library, \$2,699 for power assist automatic doors
- Fort Plain Free Library, \$5,750 for new roof
- Middleburgh Library, \$11,892 for renovation of staff work room and community room
- Schenectady County Public Library, \$325,837 for Central Library Expansion and renovation including children's room furniture, circulation desk, accessible shelving, RFID
- Schoharie Free Library, \$22,535 for two new furnaces and replacement of lighting

**Motion:** Approval of MVLS Construction Grants applications.  
Committee. Passed.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Patty Franco  
Secretary

**NEXT MEETING:**

Date: Thursday November 17, 2011

Time: 9:30 a.m.

Place: MVLS