

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

April 21, 2016

MVLS Service Center

MINUTES

PRESENT: Sarah Beekman, Jane Borrelli, Anthony Gaddy, Marion Grimes, Bonnie Kerr, Barbara Madonna, Mary Salluzzo, Keith Seeber, and, Eric Trahan Director.

EXCUSED: Bernard Allanson, Rebecca Sokol

GUESTS: Kathy Insero, Sue Rokos

President Sarah Beekman called the meeting to order at 9:35 a.m. Bonnie Kerr moved, Jane Borrelli seconded, approval of March 17, 2016 minutes as presented. All approved.

The **Director's Report** for March was distributed prior to the meeting. Eric reported:

- Library advocacy produced results: the state budget has been announced and includes a 4.3% increase in library aid. This will provide approximately \$32,000 in discretionary funding for MVLS. The Public Library Construction budget was increased by \$5 million. Bullet aid has been included in the budget for senate republicans. Eric encouraged trustees to continue advocating for library funding. NYLA has produced materials to help advocate to the state legislators.
- Adult Literacy Mini Grants are available. Libraries are encouraged to submit their application to MVLS.
- Eight libraries are having budget votes. Eric encouraged supporting the libraries.

Barbara Madonna reported the **Director's Council** will meet May 5, 2016 at MVLS.

During **Privilege of the Floor** Bonnie Kerr shared library news. Barbara Madonna reported the Gloversville Public Library Friends held a pie sale which netted \$800. The Gloversville library is working with several entities for a tax credit to help fund renovations. Mary Salluzzo noted the Johnstown Public Library held a very successful Mini-Golf event with a basket raffle. Keith Seeber reported the Fort Plain Free Library held a wine and read event to help fund its building renovation. The library is still working with FEMA to get aid from the flood three years ago.

TREASURER'S REPORT: Eric Trahan presented the financial statements for March 2016 and Payment Schedules for March 2016.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for March 2016. Kerr/Madonna. Ayes - All. Nays - None.

Payment Schedules:

MOTION: To approve Payment Schedule #3 for March 2016 in the amount of \$101,115.16. Kerr/Seeber. Ayes - All. Nays - None.

COMMITTEE REPORTS

AUDIT AND FINANCE

No report.

AWARDS COMMITTEE

Bonnie Kerr reported the Committee chose the recipients for the awards. There were three Library Recognition Award nominations and four Trustee Award nominations. Awards will be given out at the annual dinner meeting. The Committee would like the Directors' Council to review the guidelines for both awards. Bonnie will send letters to libraries that submitted nominations.

BUILDING&/EQUIPMENT

Eric Trahan noted the annual building and grounds inspection will follow the business meeting in June. The parking lot and driveway is being resurfaced. Possible building projects could address the exterior doors and the hazy glass windows in the front foyer.

LIBRARY SERVICES

No report.

NOMINATING COMMITTEE

Bonnie Kerr completed the slate of officers for election in June. Two representatives are needed for Schoharie County. Keith Seeber, Montgomery County, and Mary Salluzzo, Fulton County may be re-elected for a second term. Patty Franco will be nominated for the Fulton County vacancy.

It has recently become apparent that the Oath of Office for Marion Grimes is outstanding. Sarah presented the following:

MOTION: To re-elect Marion Grimes to fill the remaining four years of the five-year term for Schenectady County.
Madonna/Kerr. Ayes - All. Nays - None.

PERSONNEL

Sarah Beekman noted the Board will go into Executive Session to discuss a personnel issue.

JOINT AUTOMATION COUNCIL

Eric Trahan reported the Council will meet May 11, 2016 at SALS. MVLS needs a Board representative for the Council. They meet six times a year on the 2nd Wednesday of the month. A security issue with resetting patron passwords is being addressed.

MOTION: To appoint Jane Borrelli to the MVLS / SALS Joint Automation Council for a term of one year.
Kerr/Seeber. Ayes - All. Nays - None.

MOTION: To approve the member library annual 2016 Joint Automation Agreements.
Madonna/Borrelli. Ayes - All. Nays - None.

UNFINISHED BUSINESS

MVLS ANNUAL MEETING

The MVLS Annual Dinner Meeting is Wednesday, May 11, 2016, 5:30 p.m. at the River Stone Manor in Glenville. Board members were encouraged to have library trustees and staff attend. There will be short presentations on community engagement and customer service, the annual awards and the popular trivia contest.

THE FOUNDATION FOR MOHAWK VALLEY LIBRARIES

Eric Trahan reported representatives are needed. Fran Apollo from Schoharie County needs to be elected at the MVLS Annual Meeting.

MOTION: To appoint Ed Asselin of Schoharie County and Esther Swanker of Schenectady County to three (3) year terms.
Kerr/Grimes. Ayes - All. Nays - None.

Amendment of The Foundation Bylaws

MOTION: To amend The Foundation for Mohawk Valley Libraries Bylaws to state the MVLS Director is a voting member of the Foundation board.
Madonna/Kerr. Ayes - All. Nays - None.

PLAN OF SERVICE DEVELOPMENT

Eric Trahan reported the survey is complete. Focus groups were held in Fulton, Montgomery and Schoharie counties. Schenectady County sessions have been scheduled. Eric met with the Schenectady County Public Library Board and attended a staff meeting at Schenectady. Communication with member library trustees and staff will receive more attention.

NEW BUSINESS

2015 MVLS STATE ANNUAL REPORT CERTIFICATION

MOTION: To approve the 2015 State Annual Report Assurances.
Madonna/Kerr. Ayes - All. Nays - None.

NYLA MEMBERSHIPS AND FUND

Eric Trahan proposed that MVLS fund institutional memberships in the New York Library Association for member libraries to help broaden their knowledge of library issues.

MOTION: To approve the cost of \$2500 for NYLA Institutional Membership for member libraries.
Madonna/Grimes. Ayes - All. Nays - None.

Eric spoke of high legal costs for libraries in the state to defend the 259 funding initiative. NYLA has started a legal fund to assist libraries. He explained the DeWitt Library circumstance. Several systems have contributed.

MOTION: To approve donating \$200 to the NYLA Legal Defense Fund.
Madonna/Kerr. Ayes - All. Nays - None.

LIBRARY TRUSTEE ASSOCIATION

Bonnie Kerr noted the Library Trustee Institute is to be held in Plattsburgh this May. After discussion Sarah Beekman presented the following:

MOTION: To approve the cost of registration for Bonnie Kerr to attend the 2016 Library Trustee Institute.
Grimes/Madonna. Ayes - All. Nays - None.

MOTION: To approve Library Trustee Association membership for MVLS.
Madonna/Grimes. Ayes - All. Nays - None.

EXECUTIVE SESSION

Sarah Beekman presented the following:

MOTION: To enter into Executive Session at 11:00 a.m. to discuss a personnel matter. Madonna/Kerr. Ayes - All. Nays - None.

The business meeting resumed at 11:10 a.m. Sarah Beekman presented the following:

MOTION: To approve a 3% increase to 2016 salaries retroactive to January 1, 2016 for Non-Exempt CSEA Union employees. Librarian II, Librarian I, Library Assistant and Clerk Typist. Madonna/Borrelli. Ayes - All. Nays - None.

MOTION: To approve a 3% increase to 2016 salaries retroactive to January 1, 2016 for Exempt employees. Assistant Director, Administrative Assistant, Financial Manager, and Cleaner. Gaddy/Grimes. Ayes - All. Nays - None.

TIME AND PLACE OF NEXT MEETING:

Date: June 16, 2016

Time: 9:30 a.m.

Place: MVLS Service Center

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Jane Borrelli, Secretary