

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

January 19, 2017
MVLS Service Center

MINUTES

PRESENT: Jane Borrelli, Patty Franco, Bonnie Kerr, Barbara Madonna, Joanne Mickle, Mary Salluzzo, Eleanor Spencer, and Eric Trahan, Director.

EXCUSED: Bernard Allanson, Anthony Gaddy, Marion Grimes, Keith Seeber

GUESTS: Kathy Insero, Sue Rokos

President Barbara Madonna called the meeting to order at 9:31 A.M. Eleanor Spencer moved, Jane Borrelli seconded, approval of November 17, 2016 minutes as presented. All approved.

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

- NYLA Advocacy Day is **Wednesday, March 1, 2017**. MVLS will carpool. Eric noted Governor Cuomo's proposed budget reduces library aid to the 2015 level. The \$5 million for Public Library Construction given in 2016 was also cut. Contacting Assemblymen and Senators in the MVLS library districts is very important. Appointments on Advocacy Day with legislators can have a big impact. He encouraged trustees to attend.
- The MVLS Annual Meeting is proposed for **Wednesday, May 10, 2017**. Details will be announced.

Directors' Council: Met January 5, 2017 for a roundtable discussion. MVLS staff discussed upcoming programs and workshops. Notes of the Directors' Council meeting can be found on the MVLS website at: <http://www.mvls.info/insidemvls/directors-council/>

During **Privilege of the Floor**, Bonnie Kerr shared several member library news articles. She reported a local artist was doing art projects with children at the Fort Plain Free Library. Joanne Mickle noted the Canajoharie community is very pleased with its new Director, Hanna Ahrens. Eleanor Spencer reported the Schoharie Free Library celebrated its 100 years anniversary. Mary Salluzzo stated the Johnstown Public Library Trustees and Director, Erica Wing, appreciate the assistance provided by MVLS. Barbara Madonna, Director of the Gloversville Public Library is receiving the *Entrepreneur of the Year Award* given by the Fulton Montgomery Chamber of Commerce.

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

Statements of Financial Position

MOTION: To accept and file for audit the Statements of Financial Position for November 2016, and December 2016.
Mickle/Franco. Ayes - All. Nays - None.

Payment Schedules

MOTION: To approve 2016 Payment Schedules #11 in the amount of \$192,508.02, and Schedule #12 in the amount of \$113,948.11.
Kerr/Spencer. Ayes - All. Nays - None.

COMMITTEE REPORTS

AUDIT & FINANCE

Eric presented a quote from T.M. Byxbee Company to provide the 2016 review audit for MVLS and the Joint Automation Project.

MOTION: To approve hiring T.M. Byxbee Company for the 2016 review audit for MVLS at a cost of \$3,750, and the Joint Automation Project at a cost of \$2,850.
Salluzzo/Kerr. Ayes - All. Nays - None.

AWARDS

Nomination and guideline information for the MVLS Library Recognition and Harold & Junice Wusterbarth Volunteer Service awards will be distributed to Directors and Board Presidents with a due date of March 31, 2017. Information will be posted on the MVLS website.

BUILDING & EQUIPMENT

Eric reported the front entryway project was complete.

LIBRARY SERVICES No report.

NOMINATING

Patty Franco was appointed as Chair of the Nominating Committee. Mary Salluzzo and Joanne Mickle are committee members. There are currently two Schoharie County vacancies. Terms expire for Jane Borrelli of Fulton County, and Bonnie Kerr 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 met January 11, 2017. 2018 fees and the Information Security Policy were discussed and approved by the Council.

MOTION: To approve the 2018 fees at .11 per item and .11 for each circulation.
Mickle/Franco. Ayes - All. Nays - None.

MOTION: To approve the Joint Automation Project Information Security Policy.
Kerr/Borrelli. Ayes - All. Nays - None.

UNFINISHED BUSINESS

MVLS COMMUNICATIONS COMMITTEE

The first meeting will be held today following the business meeting. It will set goals and discuss possible initiatives.

PLAN OF SERVICE

The Plan of Service is complete.

FOUNDATION FOR MOHAWK VALLEY LIBRARIES

The annual donation appeal raised \$5,500. The Foundation approved \$5,500 for the 2017 MVLS Advocacy Grants.

2017 MVLS ADVOCACY GRANTS

Three libraries applied for the 2017 Advocacy Grant. Eric reported the grants will be used for:

- Amsterdam Free Library to proposition Broadalbin-Perth for funding
- Gloversville Public Library will generate communications for future budget votes
- Johnstown Public Library for transitioning from a Municipal library to a School District library in 2018.

MOTION: To approve 2017 Advocacy Grants to the Johnstown Public Library for \$2,500, Gloversville Public Library for \$1,500, and the Amsterdam Free Library for \$1,500. Borrelli/Franco. Ayes - All. Nays - None.

NEW BUSINESS

2017 CLDA GRANT

MOTION: To approve the Schenectady County Public Library 2017 CLDA Grant Application. Kerr/Mickle. Ayes - All. Nays - None.

COMMUNICATIONS SPECIALIST POSITION

Eric presented the job description for a new position titled Library Communications & Community Relations Specialist. This position will assist member libraries with community engagement by gathering community input, detailing and communicating library service impact and advocating for sustainable funding.

MOTION: To approve the new position of Library Communications & Community Specialist. Mickle/Borrelli. Ayes - All. Nays - None.

THRIVING LIBRARIES PROJECT

Eric reported he is developing written materials for member library Directors and Trustees.

EXECUTIVE SESSION

MOTION: To enter into Executive Session at 10:42 A.M to discuss personnel issues. Kerr/Borrelli. Ayes - All. Nays - None.

The business meeting resumed at 10:45 AM.

Barbara Madonna presented the following:

MOTION: To approve a 2.5% increase in salary for Eric Trahan retroactive to January 1, 2017. Salluzzo/Mickle. Ayes - All. Nays - None.

ADJOURNMENT:

There being no further business, the meeting was adjourned 10:47 A.M.

TIME AND PLACE OF NEXT MEETING

Date: Thursday March 16, 2017

Time: 9:30 A.M.

Place: MVLS Service Center

Respectfully submitted,

Jane Borrelli, Secretary