

MOHAWK VALLEY LIBRARY SYSTEM

**BOARD OF TRUSTEES**

March 21, 2019  
MVLS Service Center

**MINUTES**

**PRESENT:** Rosemary Barger, Jane Borrelli, Patty Franco, Katherine Hawkins, Christine Knee, Barbara Madonna, Joanne Mickle, Keith Seeber, Eleanor Spencer, and Eric Trahan, Director.

**EXCUSED:** Marion Grimes, Mary Salluzzo, Felicia Spivey

**GUESTS:** Kathy Insero, Sue Rokos

Vice President Keith Seeber called the meeting to order at 9:33 a.m. Barbara Madonna moved, Rosemary Barger seconded, approval of January 17, 2019 minutes as presented. All approved.

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

- The April 18, 2019 meeting will be at the Gloversville Public Library.
- Tony Gaddy has resigned from the MVLS Board and the Schenectady County Public Library Board.
- Schenectady County has named the Central library *The Karen Johnson Library*.

Barbara Madonna reported the **Director's Council** will meet in May or June.

During **Privilege of the Floor** Katherine Hawkins reported meeting with Christine Knee and Devon Hedges, Director, The Community Library, Cobleskill to discuss fines to patrons for late return and no return of books. Eric Trahan stated there is work being done to have consistency between libraries. There are libraries that have gone fine-free.

**TREASURER'S REPORT:** Eric Trahan presented the Financial Statements and Payment Schedules for January and February 2019. Eric reviewed income and expense lines to new trustees as requested.

**Statements of Financial Position:**

**MOTION:** To accept for audit the Statements of Financial Position for January and February 2019.  
Madonna/Mickle. Ayes - All. Nays - None.

**Payment Schedules:**

**MOTION:** To approve Payment Schedule #1 for January 2019 in the amount of \$157,702.98 and Payment Schedule #2 for February 2019 in the amount of \$182,027.57.  
Spencer/Hawkins. Ayes - All. Nays - None.

**COMMITTEE REPORTS**

**AUDIT AND FINANCE** No report.

**AWARDS COMMITTEE**

Eric Trahan will send a reminder email to Directors that nominations are due March 30, 2019. Awards will be given out at the annual dinner meeting.

**BUILDING&/EQUIPMENT** No report.

**COMMUNICATIONS**

The Committee needs a Chair.

**LIBRARY SERVICES** No report.

**NOMINATING COMMITTEE**

Patty Franco, Chair of the Nominating Committee reported the Committee will present a slate of officers at the June organizational meeting. Marion Grimes, Joanne Mickle, and Christina Knee are committee members. There is currently one Schenectady County vacancy.

**PERSONNEL** No report.

**JOINT AUTOMATION COUNCIL**

Eric Trahan reported the Council met March 13, 2019. He presented the following Security Policy amendments:

- Staff and volunteers who access Polaris to perform circulation responsibilities and provide access to the patron database must be 18 years of age or older.
- Section 4.1.11, second paragraph, the sentence "Users must never save passwords for email on any mobile device." Should be removed.

**MOTION:** To approve the amendments to the Security Policy as presented.  
Hawkins/Madonna. Ayes - All. Nays - None

**UNFINISHED BUSINESS****LEGISLATIVE ADVOCACY DAY**

Eric reported there were 8 representatives from MVLS in attendance. Meetings were held with Senators and Assembly members or staff for all four counties. He stated MVLS is very fortunate that representatives know our message. Barbara Madonna reported Governor Cuomo cut funding by \$5 million. The Assembly and Senate have restored some of those cuts. Eric encourages sending letters and emails to help restore the budget cuts, or maybe increase the funding. There is still an issue for library funding to assist with the census.

**THE FOUNDATION FOR MOHAWK VALLEY LIBRARIES**

The Foundation is currently working on two golf tournament fundraisers. The Mohawk Club Golf tournament is May 17, 2019, and the Canajoharie Golf tournament is in July.

Eric presented the following Foundation By-laws amendment to enable trustees who move and/or accept employment beyond the represented four county area to remain on the Board.

Section d. now states:

Trustees must reside or have a place of employment within the territory served by the Mohawk Valley Library System. For the purposes of this section, "place of employment" shall mean the physical address of the trustee's primary workplace.

The proposed amendment will add:

*Trustees do not cease to be trustees if their residence or employment changes while they are serving as a trustee. Such trustees may remain eligible for reelection to subsequent terms should the board so determine.*

**MOTION:** To approve the amendments to the Foundation By-laws as presented.  
Madonna/Knee. Ayes - All. Nays – None

### **ANNUAL MEETING**

The MVLS annual meeting will be held **Wednesday, May 8, 2019** at the Riverstone Manor in Glenville. The cost is \$30.00. RSVP by Monday, April 30, 2018. Registration will begin at 5:30 p.m.

**MOTION:** To pay the cost for the Member Library Directors, one Board of Trustees member from each library and MVLS staff.  
Hawkins/Mickle. Ayes - All. Nays - None

### **CDLC BOARD OF TRUSTEES**

**MOTION:** To reappoint Eric Trahan to a 5 year term on the CDLC Board of Trustees.  
Madonna/Spencer. Ayes - All. Nays – None

### **FOUNDATION ADVOCACY GRANTS**

Three libraries submitted applications for Advocacy Grants.

1. Fort Hunter Free Library - \$2,500 for community engagement activities towards a budget vote.
2. Gloversville Public Library - \$2,000 to continue community engagement for a budget vote.
3. Schoharie Free Library - \$2,500 for budget vote publicity.

**MOTION:** To approve \$7,000 for Advocacy Grants.  
Mickle/Borrelli. Ayes - All. Nays – None. Abstain – Barbara Madonna

### **TIME AND PLACE OF NEXT MEETING:**

Date: April 17, 2019

Time: 9:30 a.m.

Place: Gloversville Public Library

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:05 a.m.

Respectfully submitted,

Jane Borrelli, Secretary