

MOHAWK VALLEY LIBRARY SYSTEM

**BOARD OF TRUSTEES**

June 20, 2019

**MINUTES**

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

**EXCUSED:** Patty Franco, Mary Salluzzo, Felicia Spivey, Christine Witkowski

**GUESTS:** Kathleen Insero

Vice President Keith Seeber called the meeting to order at 9:36 a.m.

**ELECTION OF OFFICERS**

On behalf of the nominating Committee, Joanne Mickle presented the slate of nominees for Board officers.

President	Barbara Madonna
Vice President	Keith Seeber
Treasurer	Cheryl Cufari
Secretary	Jane Borrelli

There were no nominations from the floor. Joanne Mickle presented the following:

**MOTION:** To accept the slate as presented.  
Mickle/Spencer. Ayes - All. Nays - None.

Marion Grimes moved, Joanne Mickle seconded approval of the minutes from April 18, 2019 and May 8, 2019 as presented. All approved.

The **Director's Report** for April/May was distributed before the meeting. Eric reported:

- The MVLS state Annual Report and the Assurances were approved by DLD.
- The Foundation Annual Meeting was held June 19, 2019. Legal issues for libraries was presented by Ellen Bach and Bob Schofield.
- The proposed delivery cost for Arnoff Moving was a 30% increase from ALDS. It was decided to remain with ALDS and include an exchange with SALS at Clifton Park-Halfmoon Library for an added fee.

Barbara Madonna reported the **Directors' Council has not met.**

During **Privilege of the Floor**, Katherine Hawkins shared an article of public housing and libraries. She noted the need for a branch library in Summit. Jane Borrelli commented on libraries with café's filling a need for people to socialize.

**TREASURER REPORT**

Eric Trahan presented the Financial Statements for April and May 2019 and Payment Schedules for April and May 2019. Eric stated budget amendments will be done in September to reflect actual income of state aid.

**Statements of Financial Position:**

**MOTION:** To accept for audit the Statements of Financial Position for April and May 2019.  
Barger/Knee. Ayes - All. Nays - None.

**Payment Schedules:**

**MOTION:** To approve Payment Schedule #4 for April in the amount of \$104,598.61 and Payment Schedule #5 for May in the amount of \$115,205.69  
Seeber/Mickle. Ayes - All. Nays - None.

**COMMITTEE REPORTS**

**AUDIT AND FINANCE** No report.

**AWARDS**

Marion Grimes reported the Schenectady County Public Library received the Library Recognition Award for its *Repair Café* program. Christine Pesses was awarded the Harold & Junice Wusterbarth Volunteer Service Award for serving the Gloversville Public Library. Christine led the trustees in the 2005 recharter process and was the driving force of the \$9 million building renovation completed in 2018.

The Committee will meet to review the award process.

**BUILDING & EQUIPMENT**

The annual walkabout will be done following the business meeting. Eric stated the parking lot will need repairs.

**COMMUNICATIONS**

The Committee will meet following the business meeting and walkabout.

**LIBRARY SERVICES**

Jane Borelli reported the Committee will meet in September to review the Construction Grant applications. Eric Trahan stated there will be less funds to distribute this year, but encouraged libraries to submit applications for projects.

**NOMINATING**

Christine Witkowski is a representative for Schenectady County. She was elected at the annual meeting.

**PERSONNEL**

Eric Trahan reported the 2019 CSEA Agreement one-year extension was signed by CSEA. It provided a 2.5% salary increase and extended the summer hour schedule.

**MOTION:** To authorize Eric Trahan and Barbara Madonna to accept the proposed agreement as presented.  
Hawkins/Borrelli. Ayes - All. Nays - None.

**JOINT AUTOMATION COUNCIL**

Eric Trahan reported the Council had an active discussion concerning server hosting service. The Polaris database servers are currently housed at SALS and need replacement every four years. Eric reviewed the pricing and security advantages to moving to hosted service. He presented the following:

**MOTION:** To approve transitioning the JA Polaris database from a local server housed and maintained at SALS to a hosted solution provided through Innovative Interfaces and Amazon Web Services.  
Spencer/Barger. Ayes - All. Nays - None.

**UNFINISHED BUSINESS****THE FOUNDATION FOR MOHAWK VALLEY LIBRARIES**

Copies of the 2018 Annual Report were available. LT Grill is doing a fundraiser through June 21. It will give 10% of the cost of a dinner if the Foundation was mentioned. A fundraising golf tournament will be held July 29, 2019 in Canajoharie. The fundraisers and donation appeals provide grants to member libraries for advocacy initiatives, community engagement and library services.

**NEW BUSINESS****REORGANIZATION MOTIONS:**

The following Reorganization Motions were presented:

**MOTION:** To approve NBT as the official bank of the Mohawk Valley Library System.

**MOTION:** To designate The Daily Gazette as the official newspaper for the Mohawk Valley Library System.

**MOTION:** To authorize the President, Vice President, or Treasurer, to sign checks for the Mohawk Valley Library System and the MVLS/SALS Joint Automation System.

**The above three motions were approved as one.** Knee/Borrelli. Ayes - All. Nays - None.

**COMMITTEE ASSIGNMENTS**

Eric noted the Committee Assignment document and asked if revisions were needed. An updated list will be provided upon completion. Rosemary Barger volunteered to be Alternate Auditor. Christine Knee will Co-chair the Personnel Committee.

**2019-2020 BOARD MEETING SCHEDULE**

A schedule of meetings was included in the board packet.

**MOTION:** To approve the Schedule of Meetings for 2019 – 2020.  
Hawkins/Mickle. Ayes - All. Nays - None.

**CASH EXPOSURE LIMITS**

**MOTION:** To approve annual cash exposure limits: \$500,000 for MVLS and \$300,000 for MVLS / SALS Joint Automation Project.  
Mickle/Seeber. Ayes - All. Nays - None.

**PRIVILEGE OF FLOOR**

Katherine Hawkins shared the 2019 Cobleskill Richmondville HS Student Art Show listing held at The Community Library, (Cobleskill) and the Friends of The Community Library Newsletter May 2019.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:25 A.M.

Respectfully submitted,

Jane Borrelli  
Secretary

**NEXT MEETING:**

Date: Thursday August 15, 2019

Time: 9:30 a.m.

Place: MVLS Service Center

**Reminder: No July Meeting**