

Mohawk Valley Library System
Board of Trustees Meeting
APRIL 21, 2022

MINUTES

PRESENT: Rosemary Barger, Jane Borrelli, April Davies (joined late), Katherine Hawkins, Susan London, Joanne Mickle, Mary Salluzzo, Rebecca Sokol, Helen Thomas, Mary VanPatten, Christine Witkowski, and Eric Trahan, Director.

EXCUSED: Deb Escobar

GUESTS: Kim Zimmer (COB), Sharon O'Brien, Kate Clingan, Mary Carrier

Call to Order President Jane Borrelli called the meeting to order at 9:31am. We are happy to welcome Mary VanPatten to her first in-person meeting!

Consideration of Minutes: Minutes from the March 17, 2022 meeting were presented.

MOTION: To accept the minutes from the March meeting as presented.
Hawkins/Salluzzo. Ayes – All. Nays – None.

The **Director's Report** for March 2022 was distributed before the meeting. Eric reports that this month we began a new MVLS newsletter to highlight things going on at MVLS and our member libraries, in order to better build a relationship with all our library folks. The newsletter was sent out to interested parties, and it is available on our website as well. He especially would like to highlight the Library Superstars section. This is a quick, easy way to recognize someone in our libraries when they're doing a good job. If you get great service in our libraries, let us know!

Staff Update Mary Carrier attended the April meeting to brief the Board on her role as Technology & Growth Specialist at MVLS. She's been here since January, and has been largely focused on three things:

1. The system website revamp project: CDLC received ARPA funding for updating library websites. They've hired two consultants, one has been working to develop a Wordpress template that members can use and the other will be training library staff on accessibility. There will be a train the trainer session in mid-June to train Mary, Sharon, and other system folks from UHLS and SALS on how to use the new website template.
2. Tech Savvy program: This program was developed by Jennie Mosher in Schoharie, who has passed it on to Mary. Mary has taught 1 session so far (with a second coming this Monday the 25th) and will be working with contractors in the future to develop more programs. Generally we have about 7-10 participants in each Tech Savvy sessions, and all have been virtual at this point.
3. STEM Kits: Mary has been working with Heather to update the STEM kits that MVLS has and

can send out to member libraries for programs. They've been revising and adding to the kits so that they are ready for member libraries to use them. Mary attended a Maker Monday at the Schoharie Free Library where Yvonne requested several kits and they set up stations for families to explore the kits.

Mary has been visiting our libraries to meet everybody and to try and build relationships with member library staff. She has been to over half at this point. She has been working one-on-one with members to help them utilize tools such as Canva (for creating pamphlets and brochures) and Mailchimp (for email bursts and distribution lists), as well as setting up donation links.

Long-term, Mary has been working on a grant for Dash Robots and this summer she's working with Schenectady to set up a Scratch Programming summer camp.

Katherine asks if she's working with Heather on prison programming and if Tech Savvy or the STEM Kits could be used for that as well. There are a lot of limitations when it comes to what services we can provide in the correctional facilities, but Mary will look into this.

Directors Council Report The directors did not meet this month. Helen is going to try and organize a meeting in May.

Privilege of the Floor Chris wants to announce the grand opening of the Whitney Book Corner in their new location on May 10th at noon. It will be right across the street from the library.

Rosemary wanted to bring up the tree on the lot next to MVLS. She has written a letter to the owner of the land and is asking in the Board's name for them to clean up the tree. Mary VanPatten asks if we should get the Town involved, but Rosemary wants to try contacting the company first.

Joanne mentioned an article she found in the Daily Gazette about the Gloversville Library's local history room opening up at the beginning of April. Katherine has been to the room in the past and was very impressed with it.

Treasurer's Report Eric presented the statements of Financial Position and Payment Schedule for March 2022.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for March 2022 Barger/Witkowski. Ayes – All. Nays – None.

Payment Schedules:

MOTION: To approve Payment Schedule #3 for \$97,309.93 Mickle/London. Ayes – All. Nays – None.

COMMITTEE REPORTS

AUDIT AND FINANCE No report.

AWARDS No report.

BUILDING AND EQUIPMENT Eric mentioned we had a small roof leak in the back of the building that has been repaired.

COMMUNICATIONS Katherine talked to Eric about the sign out front and would like to know if it's possible to get a new sign. Eric says we'd have to discuss what we want when it comes to a sign. Sharon advocates for putting "MVLS" and our address directly onto the building itself instead of having any sort of a sign, which is what SALS has.

LIBRARY SERVICES No report.

NOMINATING No report.

PERSONNEL No report.

JOINT AUTOMATION COUNCIL Meeting coming up on May 11.

UNFINISHED BUSINESS

STATE BUDGET The State Budget has been passed. Library Construction Aid was held steady from last year, which will give us roughly \$900,000 for our members. Operating Aid is the highest number we've seen over the past few years, but still lower than what we were hoping for.

CENTRAL LIBRARY FUNDING CHANGE There's more detail on this in the Director's Report. Essentially, MVLS has been exploring new ways to spend Central Library funding, now that it will no longer be split between CBA and CLDA. We're looking into more of this money going to electronic resources for the full system. The plan is to work with all of the libraries in the system to determine how best to use this funding. Chris asks what CLDA is usually used for. Eric says there is a report that MVLS gets from SCP on the MVLS website detailing how they've used the CLDA funds in the past.

FOUNDATION UPDATE The Foundation raised about \$2200 from Library Giving Day. They are now gearing up for the golf tournaments in July and September.

NEW BUSINESS

STATE ANNUAL REPORT The MVLS State Annual Report is available in the Board packets for approval.

MOTION To accept the 2021 MVLS State Annual Report.
Sokol/London. Ayes – All. Nays – None.

VAN SALE Eric reports we have a buyer for the van, at \$5000

MOTION To approve the sale of the MVLS van for \$5000
Mickle/Barger. Ayes – All. Nays – None.

MEETING SCHEDULE Our last scheduled meeting is the June Board meeting, so we will need to set meeting dates for the rest of the year and the start of 2023. Eric suggests July 21, September 15, November 17, and January 19. Eric has also put more suggestions about our meeting schedule going forward in the March Director's Report.

MOTION To set the Board meeting schedule for the rest of 2022 and the first meeting of 2023 on the dates above.

Thomas/Barger. Ayes – All. Nays – None.

ANNUAL APPOINTMENT EXTENSIONS We extended trustee terms, but have yet to extend officer terms.

MOTION To extend officer terms through December 31, 2022

London/Hawkins. Ayes – All. Nays – None.

Joanne thinks that we should send a note of congratulations to Karen Bradley for receiving the Senate Library Committee's award for Outstanding Librarian of the Capital Region. Eric will write something up and send it around for Board approval.

ADJOURNMENT With no further business, the meeting was adjourned at 10:58am.

Next Regular Board Meeting:

Thursday, June 16, 2022

MVLS Service Center