

Mohawk Valley Library System
Board of Trustees Meeting
May 18, 2023

MINUTES

PRESENT: Rosemary Barger, April Davies, Katherine Hawkins, Susan London (virtual), Joanne Mickle, Haileab Samuel (virtual), Rebecca Sokol, Mary VanPatten, Christine Witkowski, Kim Zimmer, and Eric Trahan, Director.

EXCUSED: Mary Salluzzo

GUESTS: Sharon O'Brien, Kate Clingan, Charity Thorne

Call to Order President Mary VanPatten called the meeting to order at 9:34am.

Consideration of Minutes: Minutes from the March meeting were presented.

MOTION: To accept the minutes from the March 16, 2023 meeting as presented. Witkowski/Hawkins. Ayes – All. Nays – None.

The **Director's Report** for March and April 2023 was distributed before the meeting. Eric wanted to update the Board on where MVLS stands with the goals that were set during our plan of service process:

1. Empower Libraries with the Vision & Knowledge for Secure Futures – Yesterday was budget vote day for many of our libraries and Eric is pleased to report that they were very successful! COB, GLV, and SHO all had significant increases and they were all approved resoundingly. Amsterdam's vote was yesterday, more than doubling their budget, and it was also approved! This is a real testament to that library board and the community understanding that the way forward is with big steps instead of little. Rosemary talked about how much Get Out the Vote activity the library and the Friends took on order to try and get the library's supporters out.
2. Empower Libraries with the Skills, Tools, & Resources for Serving All – Eric drew attention to the things that MVLS does to facilitate what happens in libraries. For example, when CDLC was discontinuing their out-of-area ILL service, MVLS sought out a new way of providing that service to our members, which we'll discuss in more depth later in the meeting. He also mentioned the recent Overdrive sharing arrangements with Upper Hudson, Mid-Hudson, and Southern Adirondack Library Systems, which expands the access to Overdrive resources that our members have.
3. Empower Libraries with Collaboration for Outstanding Library Services – Last year, Sarah Carbone from AMS spearheaded a collaborative summer reading project between several of our libraries. This year, she was looking for help and Kate

decided to take the lead on the project. We are happy to report that we will have all of our libraries participating this year!

4. Empower Libraries with Inspiration & Methods for Telling the Library Story – A good example of this is our Spring Symposium, which we'll talk about more later. We can also look at some of our successful budget votes for examples of our libraries telling their stories and getting support from their communities. Katherine also wanted to say that she got an excellent mailer from COB.

Kim was contacted by another library director who was asking about cyber insurance, and whether it was a recommendation by MVLS or a requirement. Kim said she felt it was a necessity but she thinks that members need more information about this as well as perhaps help paying for it. Eric says that the vendor we are working with bases its premiums on the library's budget, so smaller libraries will have smaller premiums. Eric would say that cyber insurance is highly recommended for our libraries. Kim also brought up some issues with multi-factor authentication. The recommendation from JA is that staff use their personal cell phones for MFA, but COB's personnel committee is not in favor of that. They're looking into purchasing track phones or tokens for COB staff but this can be expensive. Haileab mentions that JA is probably recommending this because it's the most widely-used form of MFA, but there are some drawbacks. Eric agrees that there is more education needed.

Staff Update Kate attended the meeting to talk about the GOATS Greatest of All Teen Services meetup that MVLS held with UHLS and SALS. We had 44 attendees from 5 different states who met up at the East Greenbush Library on April 18. It was an all-day event that featured a panel discussion on how teens have changed in the last 3 years, programming discussions for both large and small libraries, a resilience speaker, discussions on summer reading initiatives and manga/anime, a book-folding workshop, and a petting zoo.

Directors Council Report Kim reported that the directors met in Fonda in April. They talked about their challenges/what they were excited about, as well as upcoming budget votes and summer reading. Their next meeting is scheduled for May 31st in Schenectady.

Privilege of the Floor Nothing shared.

Treasurer's Report Eric presented the statements of Financial Position and Payment Schedule for March and April 2023

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for March and April 2023.

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

Payment Schedules:

MOTION: To approve Payment Schedules #3 for \$91,957.75 and #4 for \$92,092.80 Witkowski/Davies. Ayes – All. Nays – None.

COMMITTEE REPORTS

EXECUTIVE The Executive Committee met on March 27th to confirm the appointment of Beth Rienti to the Public Services Consultant position at an annual salary of \$71,500

MOTION To approve the above decision of the Executive Committee. Davies/Hawkins. Ayes – All. Nays – None.

AUDIT AND FINANCE Rosemary has some suggestions for new auditors that she'll give to Eric.

AWARDS Nothing to report.

BUILDING AND EQUIPMENT Katherine reports that her cleanup of the tree on the property is complete. She's done great work! She suggests applying some grass seed to the bare areas or hedges. She'd like to see topsoil and mulch put over some of the tree roots. Eric reports that MVLS has a new phone system.

LIBRARY SERVICES Nothing to report.

NOMINATING Nothing to report.

PERSONNEL Nothing to report.

JOINT AUTOMATION COUNCIL The cyber insurance quote for MVLS is in the board packets.

MOTION To approve the purchase of cyber insurance for MVLS at the rate quoted. Hawkins/Barger. Ayes – All. Nays – None.

The new JA User Account Policy is also in the packet. This has been approved by the JA Council and now goes to the SALS and MVLS Boards.

MOTION To approve the new JA User Account Policy. Davies/Witkowski. Ayes – All. Nays – None.

UNFINISHED BUSINESS

STATE BUDGET The library budget was kept flat in the state budget this year. This is disappointing. We're thinking about how we can do things differently with regards to lobbying. We're good at reaching our representatives (and building these relationships is important when it comes to things like Bullet Aid), but systems and NYLA need to work harder at getting in front of the people who reconcile the State and Assembly budgets with the Governor's budget.

FOUNDATION UPDATE The Foundation's two golf tournaments are coming up, July 24 in Canajoharie, and September 25 in Cobleskill.

SPRING SYMPOSIUM We had a great turnout! The Board notes that they felt Erika's presentation especially was very informative and helpful, with great ideas about mining your community for people who have knowledge they'd like to share. Katherine talked positively about the classes that Mary Carrier has been giving for SCHOOL (Schoharie County Home of Ongoing Learning) inside of MVLS libraries. Kim agrees that these are great courses and that SCHOOL waives its fees for any classes taking place in the library.

NEW ATTORNEY Sarah Gold from Gold Law Firm is going to be the new MVLS attorney. Kathryn McCary, our current retiring lawyer, introduced us to Sarah and she seems like she will be a great fit.

TUITION REIMBURSEMENT – MARY CARRIER Mary has completed her spring 2023 semester.

MOTION To approve \$2,000 in tuition reimbursement for Mary Carrier for 2023, which includes a payment for the spring semester in the amount of \$1000 Hawkins/Davies. Ayes – All. Nays – None.

NEW BUSINESS

OUT OF AREA ILL We are shifting to an arrangement with the Crandall Public Library to provide out-of-area ILL. Kim had a couple of concerns with the agreement: the 5-request limit and the ban on re-requesting items. Eric will talk to GLE about these issues. Susan asks how being fine free will affect people keeping ILL items beyond the due date. Sharon says ILL is different than regular service, these are very specialized items and fine-free doesn't apply in this case.

MOTION To approve the ILL agreement between MVLS and GLE (with clarifications) Barger/Hawkins. Ayes – All. Nays – None.

CDLC BOARD REPRESENTATIVE State regulations and the CDLC Bylaws require an MVLS representative on the CDLC board. As Eric is term-limited, he is recommending that Charity Thorne be appointed to that position.

MOTION To appoint Charity Thorne as the MVLS representative on the CDLC Board. Witkowski/Zimmer. Ayes – All. Nays – None.

SUMMER HOURS

MOTION To approve MVLS Summer hours (closing at 1pm on Fridays July 1 – Labor Day) Davies/Zimmer. Ayes – All. Nays – None.

ADJOURNMENT With no further business, the meeting was adjourned at 11:21am

Next Regular Board Meeting:

Thursday, July 20, 2023

MVLS Service Center