

**MID-HUDSON LIBRARY SYSTEM
MINUTES
of the
BOARD OF TRUSTEES MEETING
March 12, 2011**

Mr. Tuttle, Board President, called the meeting to order at 10:05 a.m. in the Auditorium of the Mid-Hudson Library System.

OATH OF OFFICE

Ms. Winn administered the 2011 Oath of Office to trustees not in attendance at the January 11, meeting.

I. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present: John Bickford, Bill Conine, Jean Ehnebuske, Peter Hoffmann, Stephen Mac Nish, Martin Miller, Patricia Miller, Michael Minor, Roland Patterson; Caroline Profera, Sally Rhoads, Janet Schnitzer, Jim Tuttle

Trustees Absent: Steve Benson, Lisa Baker Brill

Liaisons: Tom Lawrence, Director Poughkeepsie Public Library District; Erica Freudenberger, Manager Staatsburg Library

Staff Present: Merribeth Advocate, Rebekkah Smith Aldrich, Mike Nyerges, Laurie Shedrick Linda Vittone, Peggy Winn

Others Present: Sam Patton, Trustee, East Fishkill Library

II. PRESIDENT'S REPORT

In his report, President Tuttle informed the board that Library Advocacy Day was well attended and reasonably successful. A 10% cut in funding is still anticipated and is reflected in the 2011 budget.

*President's report
presented*

III. APPROVAL OF MINUTES

A. Minutes of January

Mr. Bickford moved and Mr. Hoffmann seconded THAT THE MINUTES OF THE JANUARY MEETING BE APPROVED. Mr. Conine abstained. **The motion carried.**

*Minutes of January
accepted*

B. Minutes of Executive Committee Meeting

Mr. Patterson moved and Mr. Tuttle seconded THAT THE MINUTES OF THE JANUARY EXECUTIVE COMMITTEE MEETING BE APPROVED. **The motion carried.** Messrs. Bickford, Conine, Hoffmann, MacNish,

*Minutes of Executive
Committee accepted*

Miller, and Ms. Ehnebuske, Ms. Profera, Ms. Rhoads, Ms. Schnitzer abstained.

IV. TREASURER'S REPORT

Financial report received

A. Financial Report for December 2010

Mr. Patterson reported that he reviewed the monthly financial report for December and found it acceptable (BOT-11-03-R1). He then asked that trustees with early versions of the report amend page 3 under **State Aid Directed** so that Budget fund figures match the Actual fund figures. Mr. Hoffmann moved and Ms. Profera seconded THAT THE FINANCIAL REPORT FOR DECEMBER BE RECEIVED, AS PRESENTED. **The motion carried.**

B. 2011 Draft Budget

Budgets approved

Mr. Patterson, Chair of the Finance Committee, reported that the committee met immediately before this meeting and reviewed the final 2010 budget, and the preliminary 2011 budget. He noted that the 2011 budget is based on an anticipated 10% decrease in funding and falls within \$35,000 of being balanced. Following a brief discussion of the summary of the preliminary 2011 Operating Fund budget, Ms. Rhoads moved and Ms. Profera seconded THAT THE BOARD APPROVES THE FINAL 2010 BUDGET AND THE PRELIMINARY 2011 BUDGET. **The motion carried.**

The board suggested that it be given the opportunity to review the projected 2012-2013 budgets at the May meeting. Following discussion, Mr. Nyerges agreed to work with Ms. Vittone to prepare a projected 2012 budget for review at the July 13 meeting.

V. REPORT ON PAYMENT OF BILLS

Warrants received

Mr. Bickford reported that he reviewed the warrant for December and found it acceptable (BOT-11-03-R2). Ms. Profera reported that she reviewed the warrant for January and found it acceptable (BOT-11-03-R2a). Mr. Hoffman reported that he reviewed the warrant for February and found it acceptable. Mr. Bickford moved and Mr. Conine seconded THAT THE WARRANTS FOR DECEMBER/JANUARY/FEBRUARY BE RECEIVED. **The motion carried.**

VI. DIRECTOR'S REPORT

Director's report presented

In addition to his written report (BOT-11-03 -R3), Mr. Nyerges reported that:

- It is hoped that the system's marvelous advocacy efforts will result in fewer funding cuts for libraries;
- the present CSEA contract has been extended for

- another year, and includes increased contributions for single and family health insurance;
- in response to direct correspondence with retirees, he will continue to communicate retirees' concerns regarding rising health insurance costs that includes special consideration for staff who retired before 2006;
- Facilities Manager & Delivery & Media/AV Assistant, Chris Herron should be commended for his consistent diligence and dedication;
- re-organization of System staff positions and office spaces is underway (*organizational charts were distributed and will be updated to include staff names*);
- preparation and submission of the financial report for the State Comptroller is in process;
- the board will be involved in the review process of the system's current Free Director Access policy as part of the Plan of Service.

VII. OTHER REPORTS

A. Liaison Reports

Ms. Freudenberger, as Directors Association Liaison to the Board, presented her reports (BOT-11-03-R4/4a), and informed the Board that issues in the forefront include: the proposed Tax Cap legislation, concerns surrounding the Free Direct Access for libraries especially those serving unchartered population areas; and, keeping up with the growing demand for ebooks.

*Liaison's reports
presented*

B. Trustee Services Committee Report

Ms. Ehnebuske, Chair of the Trustee Services Committee, thanked committee members and Ms. Advocate and Ms. Smith Aldrich for their attendance at the meeting held immediately before this meeting. She reported that, in the time allotted, the committee discussed:

*Trustee Services
Committee report*

- the cost-saving of electronic delivery of the System's newsletter, *Across the Board*;
- the relevance of this year's CE sessions, whose themes focus on Advocacy; and,
- the need to continue discussion on the topics of board to board visits, and the venue and format of the Annual Meeting.

Ms. Winn was asked to conduct an email survey to determine a new date for the Annual Meeting, as Yom Kippur begins at sundown on the current date, October 7.

C. Central Library Report

Mr. Lawrence, Director of the Poughkeepsie Public Library

CL Reference report

District, defined the charge of the Central Library to the member libraries and gave a brief history of how the Central Library Development Aid and Central Book Aid funds have been used in the past. He noted that, as reflected in the Central Library Reference Services report (BOT-11-03-R5), the funds are now being used to enhance non-fiction collections, provide training and database support and to help defray delivery costs. He noted that the report reflects the goals/implementation and results of the 2010 Central Library Reference Service Plan.

*Advocacy efforts
reported*

VIII. COMMUNICATION

A. Board Members

Mr. Miller reported that he attended a number of meetings to advocate on behalf of libraries, including: February 4, at the Mahopac Community Center, with new Putnam County representatives; February 5, at the Desmond Fish Library in Garrison, met with Assemblywoman Sandy Galef; February 10, Washington, D.C., met with Senators Schuman, Gillibrand and Congresswoman Nan Hayworth; March 1, Albany, Library Advocacy Day. He thanked system staff for their outstanding efforts in planning and organizing the event.

*Saugerties Library
opening successful*

Ms. Rhoads reported that the large turnout at the Saugerties Library Opening is indicative of the public's support for libraries.

Ms. Schnitzer reported that: this year's Hudson Children's Book Festival will be held at the Intermediate School on Saturday, May 7, from 10-4. She encouraged attendance at this worthwhile event and opportunity to meet authors and purchase new children's literature; she attended the Hudson Area Association Library's Annual Meeting last Wednesday, and complimented Director, Corey Fleming, for doing such a great job and for extending the library's hours; and, she recently purchased an iPod Touch device and was unable to access Mid-Hudson's Catalog through a TLC application recommended in the January/February edition of Library Journal.

*Hudson Book Festival
scheduled*

Automated System's Manager, Laurie Shedrick, explained that Integrated Interfaces Inc. (III) is a different system than TLC and that III is working on this application.

Mr. Minor reported that the Advocacy Boot Camp session held at the Town of Esopus Library was very well received. In addition, he reported that on Library Advocacy Day he had the opportunity to "buttonhole" a number of key leadership members and advocate one-on-one for libraries. Ms. Ehnebuske informed the board that: Governor

*Boot Camp sessions
well attended*

Cuomo's Citizens Campaign website is an excellent way to bring pertinent library issues directly to his attention; she attended the Mahopac library's session of the Advocacy Boot Camp which was well attended and the valuable information presented and distributed was greatly appreciated.

Citizens Campaign website praised

Ms. Miller encouraged the board to visit their legislative representatives at their local offices. She informed the board that Ms. Smith Aldrich arranged for her to meet with Senator Greg Ball and that she was able to deliver the message "libraries are models of efficiency".

Meeting with Sen. Ball

B. Staff

Ms. Smith Aldrich thanked the board for their advocacy efforts and emphasized the need to continue to fight on behalf of library funding; reported that she attended a "Think Tank" meeting at the Poughkeepsie Public Library District on the proposed Tax-Cap legislation, in attendance were the Director of NYLA and NYLA's attorney; to date, 10 Advocacy Boot Camp sessions have been held, with 3 or 4 more sessions planned; responses from attendees at these sessions, when asked why they value the system, revealed that the work of system staff is greatly appreciated and showed a commitment to work together to continue delivery of quality service.

Tax-Cap leg discussed

Ms. Advocate reported that input for the development of the new Plan of Service has already been received from over 55 libraries.

POS responses received

C. Visitors

Mr. Patton, Trustee of the East Fishkill Library, introduced himself to the board and welcomed Mr. Nyerges to the system. He expressed his hope that the system will continue to deliver the same excellent quality service.

Patton attends meeting

IX. NEW BUSINESS

A. Review of 2010 Annual Report

As required by the state, Mr. Nyerges briefly reviewed the 2010 Annual Report with the Board. He noted that the report is representative of the excellent services provided by System staff.

Following review, Mr. Bickford moved and Ms. Profera seconded THAT THE BOARD ACCEPTS THE 2010 ANNUAL REPORT, AS PRESENTED. **The motion carried.**

Annual report accepted

Ms. Smith Aldrich, asked the Board to review the criteria used to rank last year's Construction Grants (BOT-11-03-NB2) and consider if any changes are necessary. Following review and discussion, Mr. MacNish moved and Ms. Rhoads seconded THAT THE BOARD APPROVES THE USE OF THE CURRENT RANKING PRIORITIES FOR CONSTRUCTION GRANTS. **The motion carried.**

*Progress report on
2010 Plan of Service
presented*

As requested, at the January meeting, Mr. Nyerges distributed copies of a timeline for Board participation in the development process of the 2012-2016 plan (*appended to file*). The Personnel and Planning Committee then set the following dates for its meetings; Monday, May 2; Thursday, May 5, Tuesday, June 28, and Tuesday, July 11. *The Board thanked Ms. Advocate for her thorough and informative presentation.*

*Plan of Service
timeline reviewed*

At 12:29 p.m., Mr. Miller moved and Mr. Bickford seconded that the meeting be adjourned.

*The next meeting is scheduled for Wednesday, May 11,
at 10:00 a.m.at the Philmont Public Library.*

Respectfully submitted by

Janet R. Schnitzer
Secretary

Approved 2011
by the MHLS Board of Trustees

