

**Mountain Top Library has limited network access in the area where the MHLS Board Meeting will be held. Please personally DOWNLOAD documents you wish to access during the meeting. Documents will be projected on a visible screen.**

**MID-HUDSON LIBRARY SYSTEM  
BOARD OF TRUSTEES BOARD MEETING  
September 14, 2016  
Mountain Top Library  
6093 Main Street  
Tannersville  
Second Floor Community Room  
10 AM – 12:00 PM**

## **AGENDA**

**1. ROLL CALL AND APPROVAL OF AGENDA**

Stuart Auchincloss	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
John Bickford	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Lisa Baker Brill	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Sharon Davis	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
John Dax	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Debra Klein	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Michele Ment	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Regina Morini	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Barry Ramage	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Lynne Ridgeway	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Myrna Sameth	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Richard Swierat	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Mary Linda Todd	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Camilla von Bergen	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Mark Wilson	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused

**2. PRESIDENT'S REPORT (10 minutes)** - Ms.von Bergen

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING (5 mins.)** - Ms. von Bergen

\*A. [Minutes of July 2016 Meeting-3.A](#)

**4. TREASURER'S REPORT (5 minutes)** - Ms. Morini

\*A. [Financial Report for June-4.A](#)

\*B. [Financial Report for July-4.B](#)

**5. REPORT OF PAYMENT OF BILLS (5 minutes)**

\*A. Warrants for July-5.A - Ms. Brill

\*B. Warrants for August-5.B - Ms. Ment

6. **DIRECTOR'S REPORT -6** (20 minutes) - Mr. Sloan
7. **DIRECTORS ASSOCIATION LIAISON REPORT** (5 mins.) - Ms. Deubert
  - A. Minutes of July Directors Association Meeting-7.A
8. **FINANCE COMMITTEE REPORT** (15 minutes) - Ms. Morini
  - A. Report of Finance Committee Meeting-8.A
    1. Proposed 2016 Budget Expenditures
      - \*a. Capital Construction
      - \*b. Building Operations
      - \*c. Unassigned Funds
    - \*2. MHLS 2016 Mid-Year Adjusted Budget-8.A.2
    - \*3. MHLS Fiscal Policy Manual Revisions-8.A.3
      - a. Capital Fund Policy-(pp.3-5)
      - b. Electronic Funds Transactions/Online Banking Policy-(p.11)
      - c. Equipment Control Policy-(pp.12-14)
      - d. Operating Contingency Fund Policy-(pp.18-20)
      - e. Operating Reserve Fund Policy-(pp.21-23)
      - f. Purchasing Policy-(pp.24-25)
    - \*4. Post-Employment Health Insurance Coverage Benefits-8.A.4
9. **INCENTIVES COMMITTEE REPORT** (10 minutes) - Mr. Swierat
  - A. Report of Incentives Committee Meeting-9.A
    - \*1. Construction Grant Award Recommendations-9.A.1
  - \*B. Authentication of MHLS 2017 Construction Grant Applications - Mr. Sloan
    1. Windows Application Narrative-9.B.1
    2. HVAC Application Narrative-9.B.2
10. **NOMINATIONS AND ELECTIONS COMMITTEE REPORT** (5 mins.) - Ms. Brill
  - \*A. Report of Nominations & Elections Committee-10.A
11. **UNFINISHED BUSINESS**
  - \*A. OSC Report of Examination-Corrected Action Plan-11.A - Mr. Sloan
12. **NEW BUSINESS** (20 minutes)
  - \*A. Final Draft of MHLS 2017-2021 Plan of Service-12.A - Mr. Sloan
  - \*B. Final Draft of MHLS Direct Access Plan-12.B
  - \*C. Final Draft of Central Library Plan-12.C
  - \*D. Literacy Library Services Final Grant Reports - Ms. Advocate
    1. Family Literacy-12.D.1
    2. Adult Literacy-12.D.2
  - \*E. Review and Approval of Library Variances - Mr. Sloan
    1. Morton Memorial Library-12.E.1

\*F. [Aerohive Proposal for Routers-12.F](#)

\*G. [Proposed Meeting Dates for 2017-12.G](#)

- Mr. Sloan

**13. OUTREACH** (10 minutes)

A. Report on Greene County Libraries

- Ms. Ray

**14. COMMUNICATION**

A. Board (10 minutes) (*comments submitted in writing will be recorded in Minutes*)

B. Staff

1. [Consultants Reports-14.B.1](#)

2. [Correspondence Recognizing Staff-14.B.2](#)

C. Visitors (5 minutes)

**15. ADJOURNMENT**

*Upcoming Events/Meetings:*

- *Directors Association Meeting, Thursday, October 6, 10:00 a.m. @ MHLS Auditorium*
- *The Annual Membership Meeting is scheduled for Friday, October 14 @ 8:30 a.m. @ the Henry A. Wallace Visitors Center @ the F.D.R. Presidential Library & Home*
- *The next regular Board Meeting is scheduled for Saturday, December 10 @ 10:00 a.m. @ MHLS Auditorium (snow date, Tuesday, December 13, 2016).*