

# MID-HUDSON LIBRARY SYSTEM BOARD OF TRUSTEES BOARD MEETING

Thursday, September 29, 2022 | 10:00am - 12:00pm | [Claverack Free Library](#)

## AGENDA

### 1. ROLL CALL AND APPROVAL OF AGENDA

	Present	Absent/Excused	Absent/Unexcused
Stuart Auchincloss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peter Carey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kenneth Goldberg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Priscilla Goldfarb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajene Hardeman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Debra Klein	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jill Leinung	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alexandra Prince	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barry Ramage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lynne Ridgeway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Janet Schnitzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Richard Swierat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carla Taylor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Linda Todd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Wilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. PRESIDENT'S REPORT (10 minutes) R. Swierat

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (1 minute) R. Swierat  
A. \*[Minutes of July Meeting](#) (3.A)

4. TREASURER'S REPORTS (5 minutes) M. Wilson  
A. \*[Financial Report June](#) (4.A)  
B. \*[Financial Report July](#) (4.B)  
C. \*[Financial Report August](#) (4.C)

5. REPORT OF PAYMENT OF BILLS (5 minutes) Rep. Name(s)  
A. \*Warrants for July L. Ridgeway  
B. \*Warrants for August J. Schnitzer

6. DIRECTOR'S REPORT (6) (15 minutes) R. Aldrich  
A. \*[Personnel Actions](#) (6.A)

- 7. DIRECTORS ASSOCIATION LIAISON REPORT** (5 minutes) Thea Schoep
- A. [Minutes of the September Directors Association Meeting](#) (7.A)
  - B. [Minutes of the Central Library/Collection Development Committee](#) (7.B)
  - C. \*[Central Library Expenditure Report \(2021\) and Budget \(2022\)](#) (7.C) R. Aldrich
- 8. NOMINATIONS & ELECTIONS COMMITTEE** (5 minutes) M. Wilson
- A. [Nominations & Elections Committee Meeting Notes](#) (8.A)
- 9. INCENTIVES COMMITTEE** (10 minutes) S. Auchincloss
- A. [Incentives Committee Meeting Notes](#) (9.A)
  - B. [MHLS Construction Grant](#) (9.B)
  - C. \*[MHLS Construction Grant Assurances](#) (9.C)
  - D. \*[Recommended State Aid for Library Construction Award Amounts](#) (9.D)
- 10. PERSONNEL & PLANNING COMMITTEE (5 minutes)** B. Ramage
- A. [Personnel & Planning Committee Meeting Notes](#) (10.A)
  - B. \*Personnel Policy Amendments
    - 1. [Discrimination, Bullying, and Harassment Prevention](#) (10.B.1)
    - 2. [Employment Categories](#) (10.B.2)
  - C. \*Personnel Policy Additions
    - 1. [Email Encryption](#) (10.C.1)
    - 2. [Technology and Data Security](#) (10.C.2)
  - D. CIPA-Compliant Internet Access Policy (10.A)
  - E. \*[2023 Action Plan](#) (10.E)
- 11. BYLAWS, POLICY & PROCEDURES** (10 minutes) D. Klein
- A. [Bylaws, Policy & Procedures Committee Meeting Notes](#) (11.A)
  - B. \*[Amendment to the MHLS Ethics Policy](#) (11.B)
  - C. \*[Removals and Suspensions from MHLS Board](#) (11.C)
  - D. [MHLS Trustee Continuing Education Procedures](#) (11.D)
- 12. FINANCE COMMITTEE** (5 minutes) M. Wilson
- A. [Finance Committee Meeting Notes](#) (12.A)
  - B. [Draft Document - Role of Treasurer](#) (12.B)
  - C. \*[Mid-Year Budget Adjustments](#) (12.C)
- 13. WORKING GROUP REPORTS** (5 minutes) R. Swierat
- A. [Equity, Diversity & Inclusion Working Group Report](#) (13.A)
  - B. [Government & Community Relations Working Group Report](#) (13.B)
- 14. UNFINISHED BUSINESS** (1 minute)
- A.

**15. NEW BUSINESS** (1 minute)

R. Swierat

A.

**16. ORIENTATION** (10 minutes)

EDI Working  
Group

A. EDI Working Group: *"Feeling overwhelmed about EDI? You're not alone."*

**17. COMMUNICATION** (5 minutes)

A. Board Members (comments submitted in writing will be recorded in Minutes)

1. MHLS Trustees Visits to Member Libraries

B. Staff

1. [MHLS Staff Reports](#) (17.B.1)

2. [Correspondence Recognizing Staff](#) (17.B.2)

C. Visitors

**18. ADJOURNMENT**

**19. Tour of the Claverack Free Library (optional)**