

**MID-HUDSON LIBRARY SYSTEM  
MINUTES  
of the  
BOARD OF TRUSTEES MEETING  
March 24, 2007**

Marie Smith, President, called the meeting to order at 10:03 a.m. in the Auditorium of the Mid-Hudson Library System.

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

Trustees Present: William Conine, GERALYNN DEMAREST, Margaret Feldman, Peter Hoffmann, Jennifer Lange; Martin Miller, Patricia Miller, Michael Minor, Roland Patterson; Caroline Profera; Janet Schnitzer, Marie Smith, Camilla von Bergen

Trustees Absent: Steve Benson, Jim Tuttle

Liaisons: Tom Lawrence, Director Poughkeepsie Public Library District; James Cosgrove, Director Marlboro Free Library

Staff Present: Merribeth Advocate, Josh Cohen, Rebekkah Smith Aldrich, Kirstin Litwin, Linda Vittone, Peggy Winn

**II. PRESIDENT'S REPORT**

In her report, President Smith:

*President's report presented*

- welcomed new Board member, Martin Miller, to the meeting;
- encouraged continued advocacy on behalf of library funding;
- stressed the importance of continuing to promote library services to the public;
- announced that Caroline Benton-Profera has agreed to Chair the Incentives Committee;
- noted the importance of interacting with other library boards and being available to offer them assistance;
- announced that this year's NYSALB Trustee Institute is May 4<sup>th</sup> and 5<sup>th</sup> in Queens. Information is available at [www.nysalb.org](http://www.nysalb.org). The 2005 Trustee Handbook is also available on that site.

**III. APPROVAL OF MINUTES**

Mr. Patterson moved and Ms. Profera seconded THAT THE MINUTES OF THE JANUARY MEETING BE APPROVED. **The motion carried.**

*Minutes of January accepted*

**IV. TREASURER'S REPORTS**

Mr. Cohen reported that Mr. Tuttle reviewed the monthly financial reports for January/February and found them acceptable

*Financial reports for Jan./Feb. received*

(BOT-07-03-R1/1a). Mr. Patterson moved and Mr. Hoffmann seconded THAT THE FINANCIAL REPORTS FOR JANUARY/FEBRUARY BE RECEIVED. **The motion carried.**

*Financial report  
format revised*

Mr. Cohen reported that Mr. Tuttle, Chair of the Finance Committee, and Mr. Patterson met and suggested the format revisions made to the February financial report. The revised report includes a new cover sheet showing current cash balances and a separate breakdown of the operating fund balance and total fund balance.

**V. REPORT ON PAYMENT OF BILLS**

*Warrants for  
January/February  
received*

Mr. Patterson reported that he reviewed the warrant for January and found it acceptable (BOT-07-03-R2). Mr. Hoffmann moved and Mr. Miller seconded THAT THE WARRANT FOR JANUARY BE RECEIVED. **The motion carried.**

Mr. Minor reported that he reviewed the warrant for February and found it acceptable (BOT-07-03-R2a). Mr. Hoffmann moved and Mr. Patterson seconded THAT THE WARRANT FOR FEBRUARY BE RECEIVED. **The motion carried.**

**VI. DIRECTOR'S REPORT**

*Director's report  
presented*

In addition to his written report (BOT-07-03-R3), Mr. Cohen reported that:

- the System is considering possibilities for its Annual Meeting speaker. Additional suggestions from this Board are welcome;
- the dispute between the Butterfield Library (Cold Spring) and the Town of Phillipstown regarding the library's 414 funding has not been resolved and has been receiving media attention.

*System authorized  
to assist Cold  
Spring Library*

Following a brief discussion, Ms. von Bergen moved and Ms. Feldman seconded THAT THE BOARD AUTHORIZES THE EXECUTIVE DIRECTOR TO UTILIZE SYSTEM RESOURCES TO ASSIST THE BUTTERFIELD LIBRARY IN ITS EFFORTS TO MAINTAIN ITS 414 FUNDING LEVEL. **The motion carried.**

*Gates grants  
available*

- the Gates Foundation will require libraries to meet specific criteria in order to be awarded computer hardware replacement grants;
- Library Legislative Day was a very successful event. The Senate has proposed an additional five million dollars of permanent funding for libraries and the Assembly three million dollars of non permanent funding;
- an incident involving a patron in Rochester (served by the Ramapo Catskill Library System) who was charged for using one of Mid-Hudson's member libraries, has brought the issue of Free Direct Access to the forefront. Ulster County Library Association members have discussed this

*Leg Day  
successful*

*Free Direct  
Access discussed*

County Library Association members have discussed this issue and have had to deal with similar reciprocity issues in the past.

- lawyers are preparing legal documents to create two easements between System headquarters and the Central Library for construction of the library's addition. The Board will be asked to approve the final plan documents.
- he has been nominated to run for President of the New York Library Association.

*Easements needed for building project*

**VII. OTHER REPORTS**

**A. Liaison Reports**

Mr. Cosgrove, as Directors Association Liaison to the Board, presented his reports (BOT-07-03-R4/4a).

*Liaison reports presented*

**B. Audit Committee Report**

Mr. Hoffmann, Chair of the Audit Committee, reported that he and Jim Tuttle met with the Auditors during their review of the System's financial records, on March 15. He informed the Board that there were no specific problems involved with the review and no formal report required.

*2006 Audit review completed*

Mr. Cohen informed the Board that:

- a letter attesting to the successful completion of the review will be sent to the System, and
- a decision regarding who will perform next year's full audit will be made, following review of the Boards decision on this issue.

**VIII. COMMUNICATION**

**A. Board Members**

Mr. Miller informed the Board that the Town of Patterson Library has purchased its present building and will begin its expansion project in the near future.

*Patterson Library purchases building*

Mr. Minor extended an invitation to the Board to attend the Grand Opening of the new Town of Esopus Library on April 15.

*Esopus Library Grand Opening*

Ms. Smith informed the Board that she received a letter from the Grinnell Library thanking Josh Cohen, Rebekkah Smith Aldrich and Margaret Keefe for conducting a "space assessment" at the library.

*Staff thanked for assistance*

**IX. NEW BUSINESS**

**A. Review of 2006 Annual Report**

Mr. Cohen informed the Board that review of the System's Annual report is a state mandated requirement, and noted a marked increase in service in the areas of weekly deliveries, library contacts, and continuing education offerings.

*Annual Report reviewed*

*The Board suggested that copies of the report be sent to library*

*directors and that, at some point, it might be advantageous to compare the System's report with that of another System(s), although specific services may differ.*

**B. MHLS E-Rate Technology Plan**

*Technology Plan reviewed*

Mr. Cohen informed the Board that:

- the state requires that the System submit a three-year technology plan, in order to receive e-rate funds;
- the plan essentially ties into the goals enumerated in the five-year Plan of Service;
- although formal approval is not required, Board review of the document is necessary (BOT-07-03-NB2).

*Ms. Smith suggested that library boards with questions regarding e-rate reimbursements contact Mr. Cohen.*

**C. Review of the "Getting to Yes" Project**

*"Getting to Yes Project" reviewed*

Kirsten Litwin, Project Coordinator of the LSTA "Getting to Yes" grant project, introduced herself to the Board and gave a Power Point presentation highlighting the goals, activities and accomplishments of the two-year project.

Draft copies of the booklet "*Your Public Vote: A Jump-Start Guide to Success*" were distributed. In addition to the extensive resource materials available online, the print guide will be available to libraries launching public vote initiatives.

*The Board thanked Ms Litwin for her presentation and praised the enormous scope and quality of her work as well as the positive impact the Project has had on bringing about successful 414 votes.*

**X. ADJOURNMENT**

At 11:55, Mr. Hoffmann moved and Ms. von Bergen seconded that the meeting be adjourned.

*The next meeting is scheduled for Thursday, May 17, at 10:00 a.m. at the Elting Memorial Library, New Paltz, N.Y.*

Respectfully submitted by

Jennifer Lange  
Secretary

Approved            2007  
by the MHLS Board of Trustees

