

**MID-HUDSON LIBRARY SYSTEM
MINUTES
of the
BOARD OF TRUSTEES MEETING
May 20, 2009**

Frank Tuttle, Board Treasurer, called the meeting to order at 10:05 a.m. in the Meeting Room of the Germantown Library.

I. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present: Steve Benson, John Bickford, Lisa Baker Brill, Patricia Miller, Michael Minor, Roland Patterson, Caroline Profera, Janet Schnitzer, Jim Tuttle

Trustees Absent: Bill Conine, Jean Ehnebuske, Peter Hoffmann, Martin Miller, Marie Smith, Sally Rhoads

Liaisons: Frank Rees, Director Kent Public Library

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

II. PRESIDENT'S REPORT

In the absence of Ms. Smith, Mr. Tuttle read her written report (*appended to file*).

President's report presented

III. APPROVAL OF MINUTES

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

Minutes of March accepted

IV. TREASURER'S REPORTS

Mr. Tuttle reported that he reviewed the monthly financial reports for February and March and found them acceptable (BOT-09-05-R1/1a). Mr. Patterson moved and Mr. Bickford seconded THAT THE FINANCIAL REPORTS FOR FEBRUARY AND MARCH BE RECEIVED. **The motion carried.**

Financial reports received

V. REPORT ON PAYMENT OF BILLS

Mr. Cohen reported that Ms. Ehnebuske reviewed the warrant for March and found it acceptable (BOT-09-05-R2). Mr. Patterson reported that he reviewed the warrant for April and found it acceptable (BOT-09-05-R2a). Mr. Bickford moved and Ms. Profera seconded THAT THE WARRANTS FOR MARCH AND APRIL BE RECEIVED. **The motion carried.**

Warrants received

VI. DIRECTOR'S REPORT

In addition to his written report (BOT-09-05-R3), Mr. Cohen reported that:

*Director's
report
presented*

- Plans for special programming for the 50th Annual Meeting are underway, and will include a brief video retrospective of the System, and attendance by State Librarian, Bernie Margolis;
- A summary of the Task Force on System Funding's recommendations for a decision making process for fee structure models for 2012 and beyond will be presented at the July meeting;
- Three qualified candidates have been interviewed for the Youth Services position. An offer will be presented to the first-choice candidate.
- The Stimulus Package workshop attended during ALA Legislation Day provided valuable information on how libraries can position themselves to be targeted for funds, and will be distributed to the libraries.
- Essential Trustee Training sessions continue to be well attended, and libraries are sending the required three attendees to fulfill the criteria for receiving Incentive grants;
- A special form has been designed to provide direct contact with members of this Board. A testing period will precede placing it on the Website.
- A System Outreach Grant to Columbia County for the creation of an oral history of African Americans has grown to become part of the full curriculum for fourth grade students;
- The System's 2008 Annual Report has been approved by the State Education Department;
- Negotiations are underway with Hudson River Transports for a new delivery contract.

VII. OTHER REPORTS

In addition to his written report (BOT-09-05-R4), Mr. Rees, as Directors Association Liaison to the Board, informed the board that the Directors found the process of selecting a fee structure difficult, however they feel that the experience will improve the process of decision making on future issues. In addition, he noted that the Directors Association is pleased with the direction the Task Force is taking to arrive at fee recommendations.

*Liaison's
reports
presented*

VIII. COMMUNICATION

Board Members

Ms. Schnitzer informed the Board that *The Hudson Children's Book Festival*, held on Saturday, May 16, was extremely successful and provided children and adults with an entertaining and valuable learning experience. She encouraged the Board to attend next year's event.

*Book Festival
praised*

Ms. Miller informed the Board that Libby Post will speak on *Marketing Libraries* at the Putnam County Library Association meeting on May

*Post to speak at
PCLA meeting*

21, in Mahopac.

Mr. Minor praised Kelly Tomasacki, Director of the Esopus Library, for expediting the apprehension of a disruptive patron in a professional manner, as outlined in the library's policies and procedures.

*Director
commended*

IX. OLD BUSINESS

A. 2011 System Fees

Mr. Cohen informed the Board that it is necessary to clarify that the amount of the fees for member libraries for the next two years will remain the same. In order to do this, the motion passed by this board in March should be amended to include the year 2011 and the years on which the fees will be calculated.

*System Fees
approved for
two years*

Following this explanation, Mr. Bickford moved and Mr. Patterson seconded THAT THE BOARD APPROVES THE IMPLEMENTATION OF A \$500 FLAT FEE AND A TWENTY-ONE CENT PER HOLD FEE FROM EACH MEMBER LIBRARY FOR 2010 AND 2011 BASED ON THE THREE YEAR AVERAGES OF 2005, 2006, AND 2007. **The motion carried.**

Following passage of this motion, Ms. Miller moved and Mr. Bickford seconded THAT THE BOARD AMENDS ITS MARCH MOTION TO CLARIFY THAT SYSTEM FEES WILL REMAIN THE SAME FOR 2010 AND 2011. **The motion carried.**

X. NEW BUSINESS

A. Central Library Budget Application

Mr. Cohen reviewed the Central Library Development Aid budget for the remainder of 2009 and the proposed 2010 budget (BOT-09-05-NB1). He noted that \$30,000 will be used for fixtures for the new library in 2009, and \$40,000 in 2010 to lower the cost of delivery service for the member libraries. In addition, he reported that Mr. Lawrence has certified that the Central Book Aid received in 2008 has been totally expended for adult non-fiction or foreign language materials in print (BOT-09-05-NB1a).

*CL Budget
reviewed*

Following a brief review of the proposed budget, Mr. Bickford moved and Mr. Tuttle seconded THAT THE BOARD APPROVES THE CENTRAL LIBRARY DEVELOPMENT AID BUDGET FOR THE REMAINDER OF 2009 AND THE PROPOSED BUDGET FOR 2010, AS PRESENTED. **The motion carried.** Mr. Patterson abstained.

B. Authentication of Gates Grant

Mr. Cohen informed the Board that Phase II of the Gates Foundation's *Opportunity Online Hardware Grants* focuses on helping public libraries to upgrade hardware and learn how to sustain these upgrades. Ms. Smith Aldrich, Coordinator of Member Services, emphasized that the grant program is primarily designated for libraries serving high needs communities that are struggling to keep pace with technology changes. In addition, eligible libraries (BOT-09-05-NB2) must provide matching funds for the hardware component.

*Gates Grant
authenticated*

Following review of the grant initiative, Mr. Bickford moved and Ms.

Profera seconded THAT THE BOARD AUTHENTICATES THE SYSTEM'S APPLICATION FOR THE GATES ONLINE OPPORTUNITY HARDWARE GRANT PROGRAM, AS PRESENTED. **The motion carried.**

C. Construction Grant Guidelines

Mr. Cohen informed the Board that the state has approved \$14 million for library construction projects. The Incentives Committee will be asked to rank the applications submitted by System libraries and present them to the full board for approval. He asked for input regarding the current ranking priorities for these applications (BOT-09-05-NB3). Following a lengthy discussion and a poll of the Board, it was agreed that *Energy Conservation, beyond routine maintenance*, be listed first in the application package to emphasize its importance, and that all applications must meet at least one of the criteria. In addition, applications should exhibit planning consistency and long-range vision.

*Ranking
criteria
discussed*

D. Flexible Benefits Plan Amendment

Ms. Vittone, Finance Manager, informed the Board that the Board's formal authorization is required to amend the System's employee Flexible Benefit Plan to include *the Children's Health Insurance Program Reauthorization Act of 2009 (CHIPRA)*. Mr. Tuttle read the Amendment to the Board (copy *appended to file*).

Ms. Vittone explained that CHIPRA requires employers to provide a special enrollment period for those employees that lose Medicaid or Children's Health Insurance Plan coverage. There are no current employees who are affected by this amendment.

Following this explanation, Mr. Minor moved and Ms. Profera seconded THAT THE BOARD AUTHORIZES THE SYSTEM TO AMEND ITS EMPLOYEE FLEXIBLE BENEFIT PLAN TO INCLUDE THE CHILDREN'S HEALTH INSURANCE PROGRAM REAUTHORIZATION ACT OF 2009, EFFECTIVE APRIL 1. **The motion carried.**

*Flexible Benefit
Plan amended*

XI. ADJOURNMENT

At 11:54 a.m., Mr. Bickford moved and Mr. Tuttle seconded that the meeting be adjourned.

The next meeting is scheduled for Wednesday, July 8, at 10:00 a.m. in the MHLS Auditorium.

Respectfully submitted by

Patricia Miller
Secretary

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by the MHLS Board of Trustees