

**MID-HUDSON LIBRARY SYSTEM
MINUTES
of the
BOARD OF TRUSTEES MEETING
July 22, 2004**

Vice President, Christopher Post, called the meeting to order at 10:00 a.m. in the Auditorium of the Mid-Hudson Library System.

I. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present: John DeJoy, Jesse Feiler, Margaret Feldman, James Hoover, Ronald Oppen, Kathleen Orth, Christopher Post, Marie Smith, Jim Tuttle, Nancy Ursprung, Muriel Verdibello

Trustees Absent: Peter Hoffmann, Sally Laurilliard, Patricia Miller, Camilla von Bergen

Liaisons: Tom Lawrence, Director Poughkeepsie Public Library District; Daniela Pulice, Director Pleasant Valley Library

Staff Present: Josh Cohen, Rebekkah Smith, Peggy Winn

Others Present: Sue Hermans, Central Library Reference Services Coordinator

II. VICE PRESIDENT'S REPORT

In the absence of President von Bergen, Vice President Post welcomed the Board and called the meeting to order.

Vice President's report presented

III. APPROVAL OF MINUTES

Ms. Verdibello moved and Mr. Hoover seconded THAT THE MINUTES OF THE MAY MEETING BE APPROVED. **The motion carried.** Mr. Feiler abstained.

Minutes of May accepted

Ms. Smith moved and Mr. Feiler seconded THAT THE MINUTES OF THE JULY 1, MEETING BE APPROVED. **The motion carried.**

Minutes of July accepted

IV. TREASURER'S REPORTS

Ms. Smith found the monthly financial reports for April and May acceptable (BOT-04-07-R1/1a). Ms. Smith moved and Ms. Orth seconded THAT THE FINANCIAL REPORTS FOR APRIL AND MAY BE RECEIVED. **The motion carried.**

Financial reports for April/May received

V. REPORT ON PAYMENT OF BILLS

In her absence, Mr. Cohen reported that Ms. Laurilliard reviewed the warrant for May and found it acceptable (BOT-04-07-R2). Ms. Smith moved and Mr. Tuttle seconded THAT THE WARRANT FOR MAY BE RECEIVED. **The motion carried.**

Warrant for May received

Ms. Veredibello found the warrant for June acceptable (BOT-04-07-R2a). Ms. Verdibello moved and Mr. Hoover seconded THAT THE WARRANT FOR JUNE BE RECEIVED. **The motion carried.**

Warrant for June received

VI. DIRECTOR'S REPORT

In addition to his written report (BOT-04-07-R3), Mr. Cohen reported that:

Director's report presented

- the System has received its basic state aid money minus the Governor's 5% proposed cut;
- a line of credit up to \$250,000 has been secured, at an interest rate of prime plus 1%;
- two candidates are needed to fill vacancies being created by Jesse Feiler from Columbia County and Nancy Ursprung from Greene County;
- the Velocity Express contract has been finalized. The starting date for the new service is August 9. A representative from Velocity will attend the August 6, Directors Association meeting;
- the severance package for the drivers is in place. The new drivers will be trained one week prior to starting.
- at the June ALA Conference, in Orlando, Florida, he co-chaired a pre-conference committee on Diversity Leadership, attended informative sessions on space planning and database authority control, and, met with Innovative Incentives representatives to discuss their new products.

State aid received

Line of credit secured

Board candidates needed

Velocity contract signed

ALA Conference attended

VII. OTHER REPORTS

Ms. Pulice, as Directors Association Liaison to the Board, presented her report (BOT-04-07-R4), and informed the Board that the Directors will re-vote at their August meeting on the System's proposal to increase circulation and licensing fees. The issue was referred to the Resource Sharing Committee who will give its recommendations at this meeting.

Liaison's report presented

Mr. Lawrence presented the 2nd quarter Central Library Reference Services Report (BOT-04-07-R5) and informed the Board that:

CL Reference Report presented

- each section of the report has been annotated;

- reference training for schools is open to libraries in every district;
- the central library is still working to find a method to accurately track the number of reference calls received.

Mr. Feiler, noting that recent reports have shown little activity from Columbia and Greene Counties, suggested that the Central Library Committee focus its attention on finding ways to utilize reference funds for the benefit of all member libraries.

Mr. Lawrence responded that the committee is presently examining ways to increase the accessibility of local history reference materials online.

Expansion of reference services discussed

Mr. Feiler, Chair of the Long-Range Planning Committee reported that the committee met on June 14, and reviewed current System services, and discussed possible ideas for generating income, including:

- charging for non-core services;
- asking libraries to match System grants and incentives; and
- marketing System expertise to other non-profits (BOT-04-07-R6).

LR Planning Committee report presented

Mr. Cohen emphasized that the committee preferred that the System examine possibilities to increase revenue rather than cut services and, he agreed to keep the Board apprised of any possible new ventures.

Ms. Smith, Chair of the Budget Committee reported that the committee met on July 6, and reviewed the 2004 Budget and the preliminary 2005 Budget (BOT-03-07-R7). The committee will meet again in the Fall to review the final budget proposal to be presented to the Board in December.

Budget Committee report presented

Mr. Cohen informed the Board that the System is investigating several ways to lower its operating deficit, including leasing office space to the Central Library District.

VIII. COMMUNICATION

Visitors

Mr. Lawrence informed the Board that the Central Library has purchased property and will be expanding its parking lot.

CL Parking Lot to be expanded

IX. NEW BUSINESS

A. Plan of Service Progress Report

Mr. Cohen informed the Board that the full Plan of Service Report is available on the MHLS Website. He highlighted

New Web links noted

