

**MID-HUDSON LIBRARY SYSTEM
MINUTES
of the
BOARD OF TRUSTEES MEETING
September 21, 2006**

Camilla von Bergen, President, called the meeting to order at 10:13 a.m. in the Auditorium of the Mid-Hudson Library System.

I. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present: Bill Conine, Margaret Feldman, Peter Hoffmann, Jennifer Lange; Patricia Miller, Roland Patterson; Caroline Benton Pflieger; Janet Schnitzer, Marie Smith, Jim Tuttle, Camilla von Bergen

Trustees Absent: Steve Benson, Ronald Oppen, Kathleen Orth

Liaisons: Tom Lawrence, Director Poughkeepsie Public Library District

Staff Present: Merribeth Advocate, Deborah Begley, Rebekkah Smith Aldrich, Josh Cohen, Margaret Keefe, Linda Vittone, Peggy Winn

II. PRESIDENT'S REPORT

In her report, President von Bergen informed the Board that:

- Kitty Orth has tendered her resignation from the Board. Kitty's husband has accepted a job out of state;
- the Board meeting scheduled for October 6th will be cancelled. Items generally handled at this meeting, will be placed on the December Agenda.
- hopefully all of this board's members will be able to attend the Annual Meeting, on October 6, at the Culinary Institute of America.

President's report presented

October meeting cancelled

III. APPROVAL OF MINUTES

Mr. Patterson moved and Mr. Conine seconded THAT THE MINUTES OF THE JULY MEETING BE APPROVED. **The motion carried.**

Minutes of July accepted

IV. TREASURER'S REPORTS

Ms. Smith reported that she reviewed the monthly financial reports for June, July and August and found them acceptable (BOT-06-09-R1/1a/1b). Ms. Smith moved and Ms. Miller seconded THAT THE FINANCIAL REPORTS FOR JUNE/JULY/AUGUST BE RECEIVED. **The motion**

Financial reports received

FOR JUNE/JULY/AUGUST BE RECEIVED. **The motion carried.**

Warrants for July and August received

V. REPORT ON PAYMENT OF BILLS

Mr. Conine reported that he reviewed the warrant for July and found it acceptable (BOT-06-09-R2). Mr. Patterson moved and Mr. Tuttle seconded THAT THE WARRANT FOR JULY BE RECEIVED. **The motion carried.**

Ms. Pflieger reported that she reviewed the warrant for August and found it acceptable (BOT-06-09-R2a). Mr. Patterson moved and Mr. Tuttle seconded THAT THE WARRANT FOR AUGUST BE RECEIVED. **The motion carried.**

VI. DIRECTOR'S REPORT

Director's report presented

In addition to his written report (BOT-06-01-R3), Mr. Cohen reported that:

- As a result of the increased funds received from the state for construction grants, the System, in collaboration with the Directors' Association, is working on developing a method to divide the funds equitably. The Incentive Committee will meet to discuss this issue and make its recommendation.
- the Directors Association will review and evaluate three new federated search products at their October meeting;
- the work being done by the SUNY Albany library school intern on developing targeted adult programming, is also an integral part of the System's new Plan of Service; It is hoped that by reaching non-frequent library users, libraries will create larger support bases.
- continuing education sessions are back in full swing. The first Friends Support Group is being held on September 22.
- state legislators have access to funds that can be given to libraries, and it is prudent to continue all advocacy efforts.

VII. OTHER REPORTS

A. Mr. Cohen informed the Board that Ms. Goverman, Directors Association Liaison to the Board, was not in attendance because the East Fishkill Library's Special District vote was taking place. Referring to Ms. Goverman's report (BOT-06-09-R4), he noted that the Directors Association has recommended approval of the System's Plan of Service and the Central Library Reference Service Plan

Liaison's report presented

Service Plan

B. Nominations & Elections Committee

In the absence of Mr. Oppen, Chair of the Nominations and Elections Committee, Mr. Cohen informed the Board that Martin Miller, from Patterson, has agreed to run for a seat on this Board. If elected, he will fill the vacancy created by Kitty Orth's resignation.

Martin Miller to run for Board seat

Ms. von Bergen reported that, as of today, the committee has received full candidate approval to propose the following slate of officers for 2007:

Slate of Officers presented

- President Marie Smith
- Vice President William Conine
- Secretary Jennifer Lange
- Treasurer Jim Tuttle

The Board will vote to accept the slate in December.

2007 committees to be formed

In addition, President von Bergen suggested that the incoming President review the current committee roster and consider assignments for 2007 and include newly elected members. Ms. Smith agreed to meet with President von Bergen, prior to the December meeting, to discuss next year's committee assignments.

VIII. COMMUNICATION

A. Board Members

President von Bergen informed the Board that the Garrison Library's new, handicapped accessible elevator will be formally dedicated on Saturday, September 23.

Garrison elevator to be dedicated

Ms. Feldman expressed her heartfelt gratitude and appreciation to Print Services Manager, Deborah Begley, for the pivotal role she has played in assisting the Morton Memorial and Starr Libraries with their 414 campaigns. She noted that Deb's beautifully executed artwork and brochures have helped the entire process to go more smoothly.

Begley praised

Ms. Miller informed the Board that Patti Haar, Director of the Patterson Library met with the Putnam County Executive to discuss increasing funding for Putnam libraries.

Haar urges increased funding

Ms. Lange informed the Board that the Elting Memorial Library's \$3.5 million dollar expansion project is complete. The new library opened on August 7, and new patronage continues to rise.

New Elting Library operational

B. Visitors

Mr. Lawrence announced that his Board has authorized the Poughkeepsie Public Library District to place the library's \$14.5 million dollar expansion project on this year's election ballot.

*CL Expansion Project
on ballot*

IX. NEW BUSINESS

A. Approval of Plan of Service

The Executive Director reviewed and explained the Sections and Elements of the new Five-year Plan of Service (BOT-06-09-NB1). He noted that the Plan is reviewed yearly and a progress report prepared.

*POS approved for
submission*

Following the review of Element 12 – The Direct Access Plan, the Board concurred with the Director that this plan should be revisited to ensure that its mandates remain relevant.

Mr. Patterson suggested that the area of technology could use more focus in the Plan. He emphasized the importance of keeping librarians and trustees apprised of new advances in this field, and informing them about how these new products can help to improve the quality of service they provide.

*Technology to be
addressed*

Mr. Cohen agreed to integrate technology research/development/trend-spotting into the System's Continuing Education and Consultation activities.

Following this discussion, Ms. Schnitzer moved and Ms. Pflieger seconded THAT THE BOARD APPROVES THE SUBMISSION OF THE SYSTEM'S 2007-2011 PLAN OF SERVICE TO THE DIVISION OF LIBRARY DEVELOPMENT. **The motion carried.**

*POS approved for
submission to State
Library*

B. 2007 Central Library Plan

Mr. Cohen distributed a draft of the Central Library's Reference Service Budget for 2007 (BOT-06-09-NB2a). He noted that the budget clearly delineates the use of staff time and the funds needed to fulfill the goals in Plan. (BOT-06-09-NB2).

*CL Plan and Budget
reviewed*

Ms. Feldman inquired if the management of local history collections should be included in the Central Library's Reference Service Plan. In response, Mr. Lawrence informed the Board that the Central Library Committee discussed this topic and agreed that it would be too difficult to manage these collections centrally.

*Local history
collections discussed*

After discussion, the Executive Director agreed that the System could make recommendations and offer guidelines

to help individual libraries manage their own local history collections as part of the System's Consultation activities.

Following this discussion, Mr. Conine moved and Ms. Smith seconded THAT THE BOARD APPROVES THE POUGHKEEPSIE PUBLIC LIBRARY DISTRICT'S 2007 CENTRAL REFERENCE SERVICE PLAN. **The motion carried.**

*Summer Reading
Program reviewed*

C. Review of Summer Reading Program

Mr. Cohen distributed copies of the Youth Services Department Report on the 2006 Summer Reading Program and "*The Battle of the Books*" event (BOT-06-09-NB3). He reviewed the scope of this year's program, ***Books: A Treasure***, and praised Youth Services Consultant, Margaret Keefe, and her staff for their excellent work.

The Board viewed a Power Point presentation of the Summer Reading Program and "*The Battle of the Books*" event that was held on September 16, at Ketchum High School in Wappingers Falls.

X. ADJOURNMENT

At 11:58 a.m., Ms. Smith moved and Ms. Feldman seconded that the meeting be adjourned.

The next meeting is scheduled for Saturday, December 9, at 10:00 a.m. at the Mid-Hudson Library System Auditorium.

Respectfully submitted by

Patricia Miller
Secretary

Approved 2006
by the MHLS Board of Trustees

