

**MID-HUDSON LIBRARY SYSTEM  
MINUTES  
of the  
BOARD OF TRUSTEES MEETING  
January 26, 2008**

William Conine, Vice President, called the meeting to order at 10:00 a.m. in the Conference Room of the Mid-Hudson Library System.

**OATH OF OFFICE**

Ms. Winn administered the 2008 Oath of Office to trustees in attendance.

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

Trustees Present: Steve Benson, John Bickford, William Conine, Jean Ehnebuske, Peter Hoffmann, Jennifer Lange, Martin Miller, Patricia Miller, Michael Minor, Caroline Profera, Jim Tuttle

Trustees Absent: Geralynn Demarest, Roland Patterson, Janet Schnitzer, Marie Smith

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

**II. PRESIDENT'S REPORT**

In the absence of President Smith, Vice President Conine welcomed Ms. Ehnebuske and Mr. Bickford to the meeting, and announced the resignation of Greene County representative, Geralynn Demarest. Mr. Cohen informed the Board that notice of this vacancy has been sent out to Greene County Board Presidents and Directors. The board must appoint a representative to this position for the remainder of this year.

*President's report presented*

In her written report, President Smith:

- welcomed the board and wished them a Happy New Year;
- announced that committee assignments have been made, and asked that questions or concerns be brought to her attention;
- encouraged the board to interact with member library staff to promote System services and training sessions;
- emphasized the importance of ongoing advocating efforts for funding for libraries with their legislative representatives;
- requested that the board continue to work to promote System and library services to the public.

**III. APPROVAL OF MINUTES**

Mr. Hoffmann moved and Mr. Miller seconded THAT THE MINUTES OF THE DECEMBER 2007 MEETING BE APPROVED. **The motion carried.** Ms. Ehnebuske and Messrs. Bickford and Conine abstained.

*Minutes of  
December  
accepted*

**IV. TREASURER'S REPORTS**

Mr. Tuttle reported that he reviewed the monthly financial report for November and found it acceptable (BOT-08-01-R1). Mr. Hoffmann moved and Ms. Miller seconded THAT THE FINANCIAL REPORT FOR NOVEMBER BE RECEIVED. **The motion carried.**

*Financial report  
for Nov. received*

**V. REPORT ON PAYMENT OF BILLS**

Ms. Miller reported that she reviewed the warrant for November and found it acceptable (BOT-08-01-R2). Mr. Hoffmann moved and Mr. Benson seconded THAT THE WARRANT FOR NOVEMBER BE RECEIVED. **The motion carried.**

*Warrants for  
Nov./Dec.  
received*

Ms. Lange reported that she reviewed the warrant for December and found it acceptable (BOT-08-01-R2a). Mr. Hoffmann moved and Mr. Benson seconded THAT THE WARRANT FOR DECEMBER BE RECEIVED. **The motion carried.**

**VI. DIRECTOR'S REPORT**

In addition to his written report (BOT-08-01-R3), Mr. Cohen reported that:

*Director's report  
presented*

- The auditorium construction project is expected to be completed on or close to schedule;
- The new Web Access Management (WAM) software will enable the System to generate library specific usage statistics;
- It is expected that the System's revised personnel policy manual will be presented to the board by the end of this year;
- Although the governor's proposed 2008-09 budget designation for library construction aid remains the same, it allocates \$5 million less in library aid. Attendance at Library Leg Day on March 11, in Albany, is encouraged to advocate for increased library funding.
- The number of member libraries utilizing the system's technology staff for network support is increasing;
- A notice will be sent to member libraries to announce the availability of the System's new fee-for-service quarterly Newsletter;
- System staff has won Integrated Interfaces, Inc.'s "*Be Innovative*" award for the design of the Kids (OPAC) Online Public Access Catalog.

**VII. OTHER REPORTS**

A. Liaison Report

In the absence of Mr. Cosgrove, Directors Association Liaison to the Board, Mr. Cohen presented his report (BOT-08-01-R4). He informed the Board that the System will work with the member libraries to ensure that they meet New York State's 11 minimum standards. A specific area of concern is Long-Range Planning.

*Liaison's report presented*

B. Nominations & Elections Committee

Mr. Conine, Chair of the Nominations & Elections Committee reported that Mr. Benson has agreed to serve as the fifth member of the Executive Committee, as required in the Bylaws. There being no objection from the committee members or the board, he then moved the committee's recommendation to appoint Mr. Benson.

*Benson appointed to Executive Committee*

**VIII. COMMUNICATION**

A. Board Members

At the suggestion of Mr. Minor, the Board introduced themselves to new trustees, Ms. Ehnebuske, and Mr. Bickford.

B. Staff

Mr. Cohen informed the Board that the Board of the Foundation for Hudson Valley Libraries, a 501c3 organization for pass-thru library funds, requires the service of one member of this board. Mr. Hoffmann volunteered for the position.

*Hoffmann to join FHVL board*

**IX. UNFINISHED BUSINESS**

A. Committee Assignments

Mr. Conine asked the board to review their committee assignments and direct any questions or concerns to President Smith.

*Committees assigned*

**X. NEW BUSINESS**

A. Plan of Service Review

Merribeth Advocate, Outreach and Education Coordinator gave a PowerPoint presentation (*appended to file*) on the progress the System made in 2007 to meet the goals in each element of the Plan of Service (BOT-08-01-NB1). The technology enhancements and new services and programs will help member libraries to increase and improve service to patrons in the System's five county region.

Mr. Cohen noted that, in 2008, the System will continue to work on developing criteria for quality measurement relevant to all libraries regardless of size.

Mr. Conine thanked Ms. Advocate for her informative presentation.

*P.O.S. progress reviewed*

B. New Trustees Orientation

Mr. Cohen briefly reviewed the documents in the new Trustees Orientation packet (BOT-08-01-NB2). Information on the monthly warrants and the fiduciary responsibilities of trustees will be added to the materials.

*New materials  
reviewed*

**XI. ADJOURNMENT**

There being no additional business, at 11:51 a.m., Mr. Conine declared the meeting adjourned.

*The next meeting is scheduled for Saturday, March 15, at 10:00 a.m. at the Mid-Hudson Library System Auditorium.*

Respectfully submitted by

Jennifer Lange  
Secretary

Approved            2008  
by the MHLS Board of Trustees