MID-HUDSON LIBRARY SYSTEM
MINUTES of the BOARD OF TRUSTEES MEETING
Wednesday, May 15, 2024

President Ramage called the meeting to order at 10:01 AM, Putnam Valley Library

1. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present:	Stuart Auchincloss, Peter Carey, Kenneth Goldberg, Rajene Hardeman, Jill Leinung, Barry Ramage, Janet Schnitzer, Thomas Silvious, Barbara Swanson, Richard Swierat, Carla Taylor, Mark Wilson
Trustees Absent:	Mary Linda Todd
Directors Association Liaison:	Mary De Bellis, Director, LaGrange Library
Staff Present:	Rebekkah Smith Aldrich, James Coyle, Laura Crisci, Laurie Shedrick, Ashley Teal

2. PRESIDENT'S REPORT

President's Report

President Barry Ramage:

- Welcomed new trustee Barbara Swanson, representing Greene County;
- Thanked Amina Chaudhri, Director of the Putnam Valley Library, for hosting the MHLS Board at their library

Blakely resignation accepted.

Ramage moved, and Peter Carey seconded, a motion to accept Heather Blakely's resignation due to a conflict of interest. The motion passed unanimously.

3. APPROVAL OF MINUTES

Minutes Approved

Barbara Swanson moved, and President Ramage seconded, a motion to approve the minutes of the March 2024 meeting (Doc 3.A). The motion passed unanimously.

4. TREASURER'S REPORT

Financial Report received

Treasurer, Stuart Auchincloss, reported we are in stable financial standing and that he reviewed the financial reports for February (Doc 4.A) and March 2024 (Doc 4.B) and found them acceptable. Auchincloss moved, and Mark Wilson seconded a motion that the board receive both financial reports. The motion passed unanimously.

5. REPORT ON PAYMENT OF BILLS

Warrants received

Ken Goldberg reported that he reviewed the warrants for March and found them acceptable (Doc. 5.A) Goldberg moved, and Treasurer Auchincloss seconded a motion to approve the warrant report for March 2024. The motion passed unanimously.

6. DIRECTOR'S REPORT

Executive Director's Report

- In addition to her written report (Doc 6), Executive Director Aldrich:
  - reported on the delayed Annual Financial Report to the Office of the State Comptroller and communication issues with the MHLS CPA firm RBT;
  - provided an update on contract negotiations with the ILS vendor; and
  - invited Assistant Director and Technology Operations Manager, Laurie Shedrick, to provide an up-to-the-minutes report on fixes to the new online catalog.
- Richard Swierat moved, and Peter Carey seconded, a motion to approve the appointment of John Cantamessa to the part-time position of Material Handler and Amy Battaglia to the part-time position of Tech Support Specialist (Doc. 6 B). The motion passed

unanimously.

7. DIRECTOR'S ASSOCIATION LIAISON REPORT

Directors Association Liaison Report

Mary De Bellis, Director of the LaGrange Association Library; 2024 chair of the MHLS Directors Association; and 2024 chair of the Dutchess County Library Association reported that:

- The Dutchess County Library Association is now legally incorporated and designated as a 501(c)3 organization by the IRS.
- The April Directors Association (DA) meeting focused on the work of MHLS staff on the system catalog, the Memo of Understanding, and the Path to System Membership. De Bellis noted that the Path to Membership document was endorsed by the System Services Advisory Committee at their May meeting, and it is recommended for a vote at the June DA meeting.
- The System Services Advisory Committee (SSAC) will be recommending a significant increase to the Members Assessment at the June DA meeting to help bridge the gap caused by inadequate state aid.

President Ramage thanked De Bellis, and her colleagues on the SSAC, for their partnership in addressing the future funding of MHLS operations.

8. NOMINATIONS & ELECTIONS COMMITTEE

Call for nominations for Board Officer positions issued

- Chair Richard Swierat reviewed the current and upcoming vacancies on the MHLS Board of Trustees. The vacancy requests are scheduled to be mailed out to each county's member library directors and member library board presidents.
- A call for MHLS Board Officer nominations was issued.

9. FACILITIES COMMITTEE

2024 Capital Plan Priorities Confirmed

- Chair Carla Taylor reported on the 2024 capital plan priorities for 2024, including the 3rd floor HVAC replacement and the Auditorium gutters.
- Taylor shared an update on the impact of the no trespassing affidavit and signage and noted that security measures have been reviewed with staff.
- Upcoming, optional, training for staff will include the topics of Narcan and Stop the Bleed.

10. PERSONNEL & PLANNING COMMITTEE

Committee charge updated

- Chair Mark Wilson noted that the committee authorized Executive Director Aldrich to begin the process for CSEA contract negotiations with a goal of completing the negotiations for a three-year contract in time for the December board meeting.
- Wilson noted that the Executive Director Evaluation Process will begin with a survey sent to all board members in July with the expectation that all trustees will complete the survey regardless of time served on MHLS Board.
- Wilson moved, and Thomas Silvious seconded, a motion to update the committee's charge as presented in Doc 10.A. The motion passed unanimously.

11. BOARD DEVELOPMENT COMMITTEE

Board Self-Evaluation survey to be administered

- Chair Kenneth Goldberg reported that the Board Self-Evaluation Survey for May 2023 – May 2024 will be sent to all board members with the request that it be completed in a timely manner.
- Goldberg confirmed that the 2024 Annual Membership Meeting will be kept as a breakfast meeting, as the cost of a full day or a luncheon meeting is currently prohibitive.

12. UNFINISHED BUSINESS

There was no unfinished business.

13. NEW BUSINESS

A. Richard Swierat moved, and Janet Schnitzer seconded, a motion to approve both the D.R. Evarts Library (Athens) (Doc. 13.A.1) and the Woodstock Library's (Doc. 13.A.2) variance requests. The motion passed unanimously.

Athens and Woodstock Variance Requests approved

B. Peter Carey moved, and Mark Wilson seconded, the approval of the Central Library Services Program Budget for 2024 (Doc 13.B). The motion passed unanimously.

Central Library Services Program Budget approved

C. In addition to the Ulster County Board-to-Board Visit Reports provided in the Board packet (Docs 13.C.1 and 13.C.2):

1. Mark Wilson noted five visits to Columbia County member libraries by the three Columbia County representatives of the MHLS Board: Claverack Library; Kinderhook Memorial Library; New Lebanon Library; North Chatham Free Library; and the Roeliff Jansen Community Library.
2. Richard Swierat and Rajene Hardeman reported on their visit to the Howland (Beacon) Library's board meeting. Additionally, Swierat noted his attendance at the Dutchess County Trustee Dinner in April.
3. Peter Carey and Carla Taylor shared their notes from their visit to the Putnam Valley Library Board Meeting in March, highlighting the active role of the Putnam Valley Library Friends Group, the facilities, and upcoming construction projects.

Board Visit Reports

14. ORIENTATION

Mark Wilson and Rajene Hardeman of the MHLS Equity, Diversity, and Inclusion (EDI) Working Group presented on the topic of the intersection of Climate Justice, Libraries, and Older Americans.

15. PUBLIC COMMENT

There were no comments from members of the public.

President Ramage adjourned the MHLS Business meeting at 11:52 AM.

The next meeting is scheduled for Wednesday, July 17, 2024.

Respectfully submitted by:

Jill Leinung, Secretary
Approved on July 17, 2024 by the MHLS Board of Trustees