MID-HUDSON LIBRARY SYSTEM

MINUTES of the BOARD OF TRUSTEES MEETING

Monday, February 6, 2023

President Barry Ramage called the meeting to order at 10:04am.

OATH OF OFFICE FOR NEW BOARD MEMBERS

Saran Camara, MHLS Finance Manager & Personnel Officer, a notary public, administered the 2023 Oath of Office to Board members in attendance and to the Executive Director. Dutchess County Oath of Office forms were provided to Board members beginning a new term - Heather Blakely (Ulster County); Rajene Hardeman (Dutchess County); and George Joiner (Putnam County) - in advance of the meeting which were taken locally to ensure they were completed before January 30th.

1. ROLL CALL AND APPROVAL OF AGENDA

Trustees Present:	Stuart Auchincloss, Heather Blakely, Peter Carey, Kenneth Goldberg, Rajene Hardeman, George Joiner, Debra Klein, Jill Leinung, Barry Ramage, Janet Schnitzer, Richard Swierat, Carla Taylor, Mary Linda Todd, Mark Wilson
Trustees Absent:	Alexandra Prince
Directors Association Liaison:	Mary De Bellis, Director, LaGrange Association Library
Staff Present:	Rebekkah Smith Aldrich, Saran Camara, Laura Crisci, Laurie Shedrick

Stuart Auchincloss moved, and Richard Swierat seconded a motion to accept the agenda as presented. The motion passed unanimously.

2. PRESIDENT'S REPORT

President's Report

- President Barry Ramage presented the 2023 committee rosters (Doc. 2.B) and noted the meeting of committee chairs scheduled for directly after this board meeting.
- President Ramage presented the 2023 Board Priorities (Doc. 2.C) and reviewed his expectations for the board for the year.
- At 10:17am, Rajene Hardeman moved, and Janet Schnitzer seconded a motion to go into executive session for the purposes of discussing personnel issues related to finance support in the organization. The motion passed unanimously. At 10:33am, Rajene Hardeman moved, and Janet Schnitzer seconded a motion to come out of executive session and resume the open meeting. The motion passed unanimously.

Executive Session re: Finance Personnel

3. APPROVAL OF MINUTES

- Peter Carey moved, and Carla Taylor seconded, the approval of the December 2022 minutes (Doc. 3.A). Janet Schnitzer noted two typos that needed to be corrected. The motion passed unanimously. *Minutes Approved*

4. TREASURER'S REPORT

- Treasurer Richard Swierat reported on the financial position of the organization as of November 2022, noting that the December 2022 financial report is in hand and will be reviewed by the Finance Committee before the next board meeting. Swierat noted a donation to MHLS from an estate, multiple certificates of deposit that are coming due, and the status of reserve accounts. Swierat moved, and Stuart Auchincloss seconded, that the report for November (Doc. 4.A) be received. The motion passed unanimously. *Financial Report Received*

5. REPORT ON PAYMENT OF BILLS

- Kenneth Goldberg reported on the review of the December warrants (Doc. 5.A), noting their acceptability. George Joiner moved, and Debra Klein seconded that the warrant reports for December be received. The motion passed unanimously. *Warrants Received*

6. DIRECTOR'S REPORT

- In addition to providing highlights from the written report (Doc. 6), Executive Director Aldrich reported that: *Executive Director's Report*
    - The Executive Budget presented by the Governor cuts library aid and construction aid.
    - Senator Harckham has stepped up to sponsor the bill to reduce the number of signatures necessary for association and municipal public libraries to use the municipal ballot option. MHLS is also leading the statewide effort to produce support memos from libraries and other legislators to support this effort move through the appropriate committees.
    - A second draft of the proposed Memo of Understanding between MHLS and member libraries has come out of the System Services Advisory Committee and is going back to the county library associations for comment. It will also be provided to the MHLS Board's Executive Committee for comment at this time.
- Aldrich provided an update on the state of censorship/book challenges in member libraries.

7. DIRECTORS ASSOCIATION LIAISON REPORT

- Mary De Bellis, Director, LaGrange Association Library reported on recent conversations at the Directors Association, in particular, the acceptance of the final report from the Ad Hoc OverDrive Committee (Doc. 7.B).
- De Bellis thanked Richard Swierat, MHLS trustee, for attending the LaGrange Library's recent board meeting as part of the MHLS Board's outreach efforts.

Ad Hoc OverDrive Committee Final Report Passed

8. BOARD DEVELOPMENT COMMITTEE

- Chair Kenneth Goldberg reported on plans to hold the Annual Membership Meeting in person at the FDR Presidential Library in October and a survey to help set the online vs. in-person schedule of Trustee Education Series events.
- Goldberg reported on the results of the 2022 board self-evaluation which were very positive. The results of the board self-evaluation will be sent to all trustees via email.

Board Self-Evaluation Discussed

9. WORKING GROUP REPORTS

- Richard Swierat, 2022 Board President, reported on the status of the Government & Community Relations Working Group projects including:
    - the kick-off meeting with Impact PR & Communication, the PR firm hired thanks to the Dyson Grant and private donations from MHLS trustees and
    - the path to dissolve the Foundation for Hudson Valley Libraries (FHVL), noting the board needs to confirm their representative to the FHVL board in order to move to the next step of dissolution. Stuart Auchincloss moved, and Barry Ramage seconded a motion to name Richard Swierat as the MHLS board's representative on the FHVL board. The motion passed unanimously.
- Richard Swierat and Rajene Hardeman presented a report from the MHLS Equity, Diversity, and Inclusion Working Group to wrap up the first iteration of this working group in the organization and to help set the tone for the new members of the working group (Doc. 9.B).

Richard Swierat appointed to FHVL board.

Presentation of the EDI Working Groups findings

10. UNFINISHED BUSINESS

- Richard Swierat moved, and Debra Klein seconded the approval of the correct salary schedule (Doc. 10.A). The motion passed unanimously.

2023 Salary Schedule Corrected

Chart of Accounts Redesigned

11. NEW BUSINESS

Bank Designation

- Trustees were reminded to submit their signed and dated conflict of interest forms and ethics policy form.
- Richard Swierat moved, and Stuart Auchincloss seconded a motion to designate TDBank as MHLS' bank of business and approve the authorization for designated officers and staff to conduct banking activities (Doc. 11.C). The motion passed unanimously.

Poughkeepsie Journal named newspaper of record

- Rajene Hardeman moved, and Carla Taylor seconded, a motion to confirm the Poughkeepsie Journal as the MHLS newspaper of record. The motion passed unanimously.

12. ORIENTATION

The Library of Local Project Discussed

- Executive Director Rebekkah Smith Aldrich provided a report on The Library of Local (LoL) Project. Aldrich defined "climate action"; outlined the goals and outcomes of the LoL project over its first two years of existence; and discussed proposed plans for a third year of the project.

13. COMMUNICATION

Remembering Former State Librarian Janet Welch

- Mary Linda Todd noted the recent passing of Janet Welch, the first female State Librarian. Welch served during an important period of New York library history, the introduction of the internet to libraries. Welch was instrumental in bringing in over $30 million in grants from the Bill & Melinda Gates Foundation to help libraries introduce public access computing across the state. Welch was the recipient of the American Library Association's Award for National Library Legislative Success and Improvement of Library Services for the American People, as well as the New York Library Association President's award for development and leadership of a nationwide public awareness campaign for libraries.

Update on New Training on Demand Service

- MHLS Assistant Director and Technology Operations Manager Laurie Shedrick reported that 55 member libraries have enrolled more than 1,400 staff and trustee learners in the new MHLS Training on Demand Service.

14. ADJOURNMENT

At 12:07pm, Peter Carey moved, and Janet Schnitzer seconded, that the meeting be adjourned. The motion passed unanimously.

Respectfully submitted by:

Stuart Auchincloss

Stuart Auchincloss, Secretary

Approved on March 11, 2023 by the MHLS Board of Trustees