

MOHAWK VALLEY LIBRARY SYSTEM

BOARD OF TRUSTEES

September 19, 2019

MINUTES

- PRESENT: Rosemary Barger, Jane Borrelli, Patty Franco, Katherine Hawkins, Barbara Madonna, Mary Salluzzo, Felicia Spivey, Christine Witkowski and Eric Trahan, Director.
- EXCUSED: Marion Grimes, Christina Knee, Joanne Mickle, Keith Seeber, Eleanor Spencer
- GUESTS: Kathy Insero, Sue Rokos

President Barbara Madonna called the meeting to order at 9:33 am.

Eric Trahan introduced Glenn Winter, from T.M Byxbee who presented the 2018 MVLS Review Report, and the 2018 MVLS/SALS Joint Automation Project Review Report. A draft report was reviewed by the trustees. Glenn noted MVLS reports on a cash basis and stated there were no material modifications to note. Increases or decreases in operating lines from one year to the next are due to timing of receipts and disbursements.

Glenn Winter discussed the 2018 MVLS/SALS Joint Automation Project Review Report and stated no modifications were needed. The timing of receipts and disbursements shows increases and decreases in the operating lines. He noted the MVLS books agree with the Related Parties accounts for income and expenses. He noted there are no instances or issues that will change the financial statements.

The 2018 MVLS IRS 990 form has been prepared and reviewed by T.M. Byxbee. It was distributed to trustees for review and will be filed with the IRS. No motion is needed to approve the 990 form.

BUSINESS MEETING

Katherine Hawkins moved, Jane Borrelli seconded approval of the minutes from August 15, 2019 as presented. All approved.

The **Director's Report** for August was distributed before the meeting. Eric Trahan reported:

1. There are issues with the delivery company. MVLS will monitor.
2. Eric attended the New York Alliance of Library Systems (NYALS) advocacy launch meeting. The initiative of contacting state representatives for library funding was a great success. Senator George Amedore was contacted the most. Senator Tedisco and Senator Seward were also highly contacted. There is a unified effort to get the message out telling what libraries can do for the state with the hope of improving library funding.
3. Johnstown and Fort Plain libraries have gone fine-free. Amsterdam, Cobleskill, Fonda and Northville have gone children's fine-free.

DIRECTORS' COUNCIL

Barbara Madonna reported the Council met in Amsterdam on September 12, 2019. E-resources was discussed. Due to the drop of usage and cost, serials will be contracted with Overdrive at the end of October. Member libraries are working on communication initiatives with the expert assistance of Wade Abbott. The Fort Hunter Free Library has appointed Judi Steiger as Director and the Frothingham Free Library, Fonda, has appointed Shannon Aldi-Hogan as Director. The Community Library, Cobleskill, is nearing an announcement for an Interim Director.

PRIVILEGE OF THE FLOOR

Katherine Hawkins shared a news article of the new Queens NY library building. Chris Witkowski shared the One County One Book event *Behold the Dreamers* with author Imbolo Mbue as speaker to be held at SCCC tonight.

TREASURER REPORT

Eric Trahan presented the Financial Statements for August 2019 and Payment Schedules for August 2019.

Payment Schedules:

MOTION: To approve Payment Schedule #8 for August in the amount of \$225,329.78.

Statements of Financial Position:

MOTION: To accept for audit the Statements of Financial Position for August 2019.

The above two motions were accepted as one.

Hawkins/Franco. Ayes - All. Nays - None.

COMMITTEE REPORTS

AUDIT AND FINANCE

The Committee will meet today following the Board meeting.

AWARDS

Award nomination information will be distributed in October.

BUILDING & EQUIPMENT No report.

COMMUNICATION

Katherine Hawkins will schedule a meeting at Gloversville Public Library.

LIBRARY SERVICES

Public Library Construction Grant review meeting is scheduled for Friday, October 11, 2019.

NOMINATING No report.

PERSONNEL No report.

JOINT AUTOMATION COUNCIL

Eric reported on the Joint Automation Council meeting. The Joint Automation System is moving to cloud storage in October. This will be done overnight and there may be some disruption to service on the subsequent day. The 2020 Budget will be presented in October for approval. The balanced budget was achieved by eliminating Novelist and other products, a new fee formula and system funding increased.

UNFINISHED BUSINESS

FOUNDATION UPDATE

Bonnie Kerr will continue to work on the Canajoharie Golf tournament for 2020. The annual appeal will be mailed in late October.

NEW BUSINESS

2018 REVIEW

Barbara Madonna presented the following:

MOTION: To approve the 2018 MVLS Review Report as presented.
Salluzzo/Barger. Ayes - All. Nays – None.

MOTION: To approve the 2018 MVLS/SALS Joint Automation Project Review Report as presented.
Franco/Borrelli. Ayes - All. Nays – None.

2019 BUDGET AMENDMENTS

Eric Trahan presented the 2019 Budget amendments. There was a small increase in state aid income, and an increase of member library computer purchases. Expenditures saw a savings in system cash grants, building

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operations, and repairs. There was an expenditure increase in JA equipment, system books and materials, and the annual meeting. Eric noted the bottom line was not affected much.

MOTION: To approve the 2019 Budget amendments as presented.
Salluzzo/Witkowski Ayes – All. Nays - None.

WRITERS CONFERENCE

Katherine Hawkins noted the Writers Conference program video produced by Wade Abbott. The You Tube page can be found here: https://www.youtube.com/channel/UC9nyvIOA1Q1vKPCn1_BU-RQ. The program is being held at the Schoharie Free Library, Saturday, September 28, 2019, 9:00 a.m. to 2:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:45 A.M.

Respectfully submitted,

Jane Borrelli
Secretary

NEXT MEETING:

Date: Thursday October 17, 2019
Time: 9:30 A.M.
Place: MVLS Service Center