

Saranac Lake Free Library  
Board of Trustees  
February 26, 2018  
Minutes

Attending: Margot Gold; Kevin Laplante; Larry Johnson; Brian O'Connor (by phone); Glenn Pareira; Franny Preston (at 5:29); Maureen Sayles; Audrey Schwartzberg; Sarah Shoemaker; Pete Benson

Larry Johnson convened the meeting at 5:20. He called the role of trustees.

New member Glenn Pareira was introduced.

The agenda was adopted: Motion: Maureen Sayles; 2<sup>nd</sup>: Kevin Laplante; Vote: unanimous.

The January 24, 2018 minutes were accepted. Motion: Audrey Schwartzberg; 2<sup>nd</sup>: Sarah Shoemaker; Vote: unanimous.

Larry described the modifications to the agenda and indicated "public expression" was included as the SLFL trustee meetings were open meetings advertised with advanced public notice to encourage public attendance. No members of the public were present.

**Director's Report.** Pete described particular lines of financial reporting, particularly the fundraising, gift and membership lines. The Winter Book Sale was completed and proceeds are still coming in. The deposits around the time of the fair were average compared to previous years but about average. After discussion, the board suggested changing fund raising to "book sales" as it has historically included the Winter Book Sale and summer Come to the Fair.

Pete reported that Jenny will complete a live beta test the new website to patrons and volunteers.

The taxpayer contribution has changed in 2017 to a onetime payment in September/October from four allocations in previous years. The budget shows the anticipated award for the budget year which is confirmed when the public vote occurs in May. accounts. He asked the Board to identify what they might want to see such as cash balances.

**Kollecker Film Project.** The Pecora Family made a substantial gift of \$16,000, restricted to the

Kevin discussed the need to safeguard the assets of the endowment. He cited the Adirondack Health Foundation which holds that organization's endowment and is protected as a separate 501(c) (3). Other upcoming topics will be consolidation of endowment accounts and operational Kollecker Film Project. The project is unique in North America with one similar project in Great Britain. Mr. Kollecker received a camera and film from the Kodak Company with the request to film Saranac Lake and show the results as a sales promotion. Although about half of the film was discarded, the SLFL received the existing film that chronicles life in Saranac Lake from the 1910's to 1960's. Jim Griebisch has moved the fragile celluloid to VHS and now to digital. Older

community members have provided valuable information about people, events and locations in the film but this generation is passing away so there is urgency in the continued process. The digital resource is stored on a three servers, in Saranac Lake, one in Cambridge, MA. The project will never close as individuals identify new resources and commentary are added. Dr. Pecora had been the Medical Director at the Adirondack Sanitarium in Ray Brook. Historic Saranac Lake uses clips.

**Board Education: Mission and Values.** Pete presented the current mission and the values that are core to community libraries. The library strives to provide what people seek and maintain professional standards. For example, the book collection reflects what people want and the best quality of the genre, concentrating on high quality rather than breadth. In review of existing collections, items are purged if they have not been checked out in three years and if the copy is damaged, but retained if the SLFL copy is the sole regional resource. About 120-130 new titles are added monthly including large print books. Pete using tools for librarians to ensure a well-rounded collection exists. Purged titles in good shape may go to the book sales and if not, are recycled.

The five values are democracy; equity of access; intellectual freedom; literacy and privacy. American libraries are open stacks allowing access to all, and are sometimes termed the “people’s university” as users can educate themselves. SLFL collections include a wide range of books that are not filtered which can be controversial but promoted intellectual freedom. Literacy is encourage through use of the collections, story time and the wide range of book groups that meet. Privacy is guaranteed through a system that purges a patron’s history of use once a borrowed book is checked in. In the library, adult status begins at 14. The library maintains a process for public comment on library holdings using a form that goes to the Director and then to the Board if further action is needed. Controversial books may be censored by the public when an individual removes a book from the shelves. Other libraries in our system have chosen not to add titles to its holdings but that is not the case in Saranac Lake. Changing taste in reading results in purging but some older authors become part of the canon of literature.

### **Governance.**

**Motion.** The committee asks the board to return to a schedule of six meetings in 2018. Motion: Franny Preston; 2<sup>nd</sup>: Kevin Laplante. Vote: Unanimous.

The fewer meetings will be supplemented with committee activity and use of emails. The Board has more active committees. Discussion about timing of committee reports and requests for Board action is underway.

Board recruitment documents will be used as presented with a substitution for the term application which may be considered as uninviting. An updated skills survey will serve as the basis of recruiting new board members for 2019.

Updated language for the policies and procedures was presented. By-law changes require membership approval at the annual meeting.

## **Membership.**

**Motion.** The 2018 Membership mailing will use services of Compass printing to create individualized letter and mailing envelopes. Motion: Sarah Shoemaker; 2<sup>nd</sup>: Audrey Schwartzberg. Vote: unanimous.

The relationship of the membership subcommittee to the new Institutional Advancement committee will continue to be clarified. Membership meets on Wed, Feb 28<sup>th</sup>.

The draft letter (s) will be circulated to the Board with a deadline for comments.

The 2018 Membership letter assembly dates have been set: Sat, May 21<sup>st</sup>; Mon, May 24<sup>th</sup>; Tues, May 25<sup>th</sup> with a May 1<sup>st</sup> delivery date as the goal.

Committees. Committees will convene at least twice annually (spring and fall) in a face to face meeting but may use electronic communications to encourage inclusive participation and timely activity. Information will be presented to the full Board.

Glenn Pareira and Franny Preston are co-chairs on the Institutional Advancement Committee. Sarah Shoemaker needs to be added to the Personnel Committee.

**ROOST workshop.** Glenn Pareira provided information about a March 14<sup>th</sup> workshop to be held by ROOST that will have sessions on how to tell a story. He will email information.

The meeting adjourned at 7:29 pm.

Next Board Meeting: Monday, April 23, 5:15 pm