Southern Adirondack Library System
22 Whitney Place ▪ Saratoga Springs NY 12866-4596
(518) 584-7300 ▪ Fax (518) 587-558

SALS Board Meeting

June 16, 2026 at 1pm
SALS Service Center

Minutes

The regular meeting of the Southern Adirondack Library System was held June 16, 2026 at the System Service Center, and brought to order at 12:59 p.m. with President Carol Kuhr presiding.

1. Call to order

2. Roll Call & Introduction of Newly Elected Trustees

   Present in-person were Heather Crocker, Laura Goodman, Secretary Janet Lindner, Noelle McCrum, Patricia Partello, Treasurer Thomas Shaginaw, Vice President Margaret Shapiro, and Rachelle Tessier. SALS Staff present in-person were: Assistant Director Jill Ryder, JA Project Manager Jesse Jensen, Office Manager Pamela DelSignore, Outreach and Information Services Librarian Jack Scott, and Member Services Librarian Lisa Christopher. Also present in-person were Eric Hennessey and Daniel Hamilton of UHY. Present via Zoom were SALS Executive Director Kim Bolan and Kyle Nichols of The Bonadio Group.

3. Adoption of the Agenda

   President Kuhr asked if there were any comments or corrections to the adoption of the June 16, 2026 agenda. Having none, N. McCrum moved to adopt the agenda, seconded by H. Crocker. Ayes: all; Nays: None; Abstentions: None.

4. Approval of Board Meeting Minutes of April 21, 2026 and May 18, 2026

   President Kuhr asked if there were any comments or corrections to the minutes of the April 21, 2026 and May 18, 2026 meetings. A motion was made to approve the minutes of the April 21, 2026 and May 18, 2026 meetings. P. Partello moved, seconded by M. Shapiro. Ayes: all; Nays: None; Abstentions: None.

5. Treasurer's Report and Monthly Budget Reports through May 31, 2026

   T. Shaginaw presented the Treasurer's Report and Monthly Budget Reports through May 31, 2026, including an overview of the revenue section of the Executive Summary. President Kuhr asked if there were any questions regarding the Treasurer's Report. Receiving none, L. Goodman motioned to accept the Treasurer's Report and add to the minutes, seconded by J. Lindner. Ayes: all; Nays: None; Abstentions: None.

6. Unfinished Business

   Mr. Eric Hennessey and Mr. Daniel Hamilton, both of UHY, presented an overview of the SALS 2025 Independent Auditor's Report. President Kuhr asked if there were any questions regarding the 2025 Independent Auditors Report. There were discussions about collateral and cash basis accounting. Receiving no further questions, T. Shaginaw motioned to accept the 2025 Independent Auditors report and to sign the Management Representation Letter, seconded by P. Partello. Ayes: all; Nays: None; Abstentions: None.

7. Executive Director's Report

   In addition to her written report, Executive Director Bolan touched on the following highlights: Jack Scott's resignation and his new position at DLD, a recap of the Annual Meeting & Dinner, progress on SALS' 2027-2031 Plan of Service, an update of the transition to Bill.com and Paychex, savings secured on our cyber security insurance policy and computer hardware for member libraries, a recap of Super Story Party at the New York State Museum to kick off Summer Reading, an update on the status of the NYS Freedom to Read Act, and SALS' 2027 budget plan.

8. Joint Automation Report

   JA Project Manager Jesse Jensen touched on Joint Automation highlights included in the written Executive Director's Report.

9. Board Committee Reports
   A. Audit & Finance (T. Shaginaw, chair): No report.
   B. Bylaws and Policies (M. Shapiro, chair): No report. The committee secured the date and time of July 21st at 1:00pm to meet and begin working on policies.
   C. Facilities (TBD, chair): no report
   D. Library Services (P. Partello, chair): no report
   E. Nominating (L. Goodman, chair): no report
   F. Personnel and Planning (J. Hornstein, chair): no report

10. New Business

   A. Executive Director Bolan updated the board on the status of the revised Joint Automation Agreement.
   B. J. Jensen reviewed and discussed the revisions being worked through on the JA Privacy Policy.
   C. Executive Director Bolan and P. Partello presented the results of the RFP for delivery services. A discussion followed. President Kuhr asked the board if there were any questions. Having none, a motion was made to approve signing the three-year delivery contract with Arnoff. N. McCrum moved, seconded by P. Partello. Ayes: all; Nays: None; Abstentions: None.
   D. President Kuhr asked the board if there were any questions or requested changes to the suggested 2026-2027 Board Committee Assignments. Having none, a motion was made to approve the 2026-2027 Board Committee Assignments. J. Lindner moved, seconded by H. Crocker. Ayes: all; Nays: None; Abstentions: None.
   E. President Kuhr asked if there were any questions or objections to the suggested 2026-2028 Slate of Officers. Having none, a motion was made to approve the 2026–2028 Slate of Officers. N. McCrum moved, seconded by H. Crocker. Ayes: all; Nays: None; Abstentions: R. Tessier.
   F. A motion was made to approve the banking institutions as follows: Name Arrow Bank as depository of funds to be withdrawn with the signature of one of the following: President, Vice-President, Treasurer, or Secretary; name Adirondack Trust Company as depository of funds to be withdrawn with the signature of one of the following: President, Vice-President, Treasurer or Secretary; also, that any one of the following be authorized to borrow funds: President, Vice-President, Treasurer or Secretary; designate Adirondack Trust as depository for FSA withholdings, which are to be withdrawn by the President, Vice-President, Treasurer, Secretary or an authorized FSA representative; authorize borrowing via credit cards by the President, Vice-President, Treasurer, or Secretary. T. Shaginaw moved, seconded by P. Partello. Ayes: all; Nays: None; Abstentions: None.
   G. President Kuhr asked the board to please sign a Conflict-of-Interest Disclosure.

11. Report of the Director's Council

   There was no report.

12. Announcements

There were no announcements.

13. Public Comment

There was no public comment.

14. Other Business

A. L. Goodman inquired about the status of the SALS' presence on Facebook.
B. Immediately following the meeting, the board toured the SALS building with Jill Ryder and Bill Rougier.

15. Adjournment

The meeting was adjourned at 2:36 p.m.

Next Regular SALS Board Meeting: September 15, 2026, at 1:00 PM at the SALS Service Center.