

SALS Board Meeting

April 21, 2026 at 1pm
SALS Service Center

Minutes

The regular meeting of the Southern Adirondack Library System was held April 21, 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

Present in-person were Sue Beck, Laura Goodman, Jordan Hornstein, Secretary Janet Lindner, Patricia Partello, Treasurer Thomas Shaginaw, and Vice President Margaret Shapiro. SALS Staff present in-person were: SALS Executive Director Kim Bolan, Assistant Director Jill Ryder, JA Project Manager Jesse Jensen, Office Manager Pamela DeSignore, Outreach and Information Services Librarian Jack Scott, and Member Services Librarian Lisa Christopher. Also present in-person was 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 April 21, 2026 agenda. Having none, P. Partello moved to adopt the agenda, seconded by M. Shapiro. Ayes: all; Nays: None; Abstentions: None.

4. Approval of Board Meeting Minutes of March 17, 2026

President Kuhr asked if there were any comments or corrections to the minutes of the March 17, 2026 meeting. C. Kuhr noted that M. Shapiro should be noted as Vice President in attendance. A motion was made to approve the minutes of the March 17, 2026 meeting as amended. J. Hornstein moved, seconded by J. Lindner. Ayes: all; Nays: None; Abstentions: None.

5. Treasurer's Report and Monthly Budget Reports for March 2026

T. Shaginaw presented the Treasurer's Report and Monthly Budget Reports for March 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, S. Beck motioned to accept the Treasurer's Report and add to the minutes, seconded by J. Hornstein. Ayes: all; Nays: None; Abstentions: None.

Mr. Nichols reviewed the draft of the 2025 Independent Auditor's Report.

6. Executive Director's Report

In addition to her written report, Executive Director Bolan shared she will be attending the American Library Association Conference in June. She was very pleased to meet Senator Tedisco at the Saratoga Springs Public Library's Farm-to-Library grand opening. Executive Director Bolan reported that the 2025 member library annual reports have been reviewed by SALS staff, and the directors have been notified about changes they need to make prior to filing. Next steps include SALS receiving the corrected reports from directors by May 27 and Executive Director Bolan filing them with DLD by May 1. Executive Director Bolan attended the Innovative Users Group conference in Chicago and was pleased with her participation in the Directors Summit. She reminded

trustees about the new law requiring school district libraries to report election results and reported she sent a reminder to the directors impacted by this change. Regarding SALS operations, a Request for Proposal for Delivery Services was distributed to multiple vendors. Two vendors registered. Proposals are due May 8. Executive Director Bolan is also investigating vendors to conduct a building needs assessment/inspection as well as an appraisal of the building and the property. Additionally, Executive Director Bolan plans to have an energy audit done. A one-year contract has been signed with Stark for HVAC maintenance services after negotiating a zero increase in the annual fee. Executive Director Bolan and Jesse Jensen are working on the renewal of the cyber insurance policy. Lastly, she shared Indian Lake Library's newsletter with the board and announced that the Lake Pleasant Library received a Library Transforming Grant for \$10,000.

A. Joint Automation Report

JA Project Manager Jesse Jensen introduced himself to the board, shared his professional history, and his vision for Joint Automation and collaboration between SALS and MVLS.

B. Monthly Statistics

7. Board Committee Reports

- A. Audit & Finance (T. Shaginaw, chair): No report.
- B. Bylaws and Policies (M. Shapiro, chair): No report. M. Shapiro asked if they should meet monthly, and it was decided that they would meet sometime after the SALS Annual Meeting.
- C. Facilities (S. Beck, chair): no report
- D. Library Services (P. Partello, chair): P. Partello reported the committee would like to make a recommendation to the board to award Library Program of the Year to the Mechanicville District Public Library and award an Honorable Mention to the Schuylerville Free Library. Motion seconded by S. Beck. Ayes: all; Nays: None; Abstentions: None
- E. Nominating (L. Goodman, chair): L. Goodman reported that the committee would like to make a recommendation to the board to put forth Rachele Tessier as a nominee for a seat on the board representing Warren County. Motion seconded by Margaret Shapiro. Ayes: all; Nays: None; Abstentions: None
- F. Personnel and Planning (J. Hornstein): J. Hornstein reported that the committee would like to make a recommendation to the board to award Bob Odess of the Cambridge Public Library as Trustee of the Year. Motion seconded by L. Goodman. Ayes: all; Nays: None; Abstentions: None

8. Unfinished Business

There was no unfinished business.

9. New Business

A motion was made to approve an extension for the Rockwell Falls Public Library's Final Report for their 2025 SALS Construction Challenge Grant. J. Hornstein moved, seconded by P. Partello. Ayes: all; Nays: None; Abstentions: None.

The board discussed scheduling a special Summer 2026 board meeting, if needed. It was agreed to tentatively schedule a meeting for August 18, 2026.

10. Announcements

There were no announcements.

11. Public Comment

There was no public comment.

12. Other Business

There was no other business.

13. Adjournment

The meeting was adjourned at 1:56 p.m.

Next SALS Board Meeting: May 18, 2026, at 5:00 PM at the Queensbury Hotel.

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