



**Southeastern New York Library Resources Council
Minutes of the Board of Trustees Meeting
Conducted in person and via Zoom at Southeastern on March 19, 2026**

Board Members Present	Becky Albitz, Andy Ashton, Grace Riario, Mary Jo Russell, Kirsten Carter, Kristy Lee, Laurie Shedrick, Kim Hooper, Josephine Bloodgood, Ellen Rubin, Floyd Lattin, Anne Deutsch
Board Members Absent	Beth Zambito
Representing Southeastern	Executive Director Tessa Killian, Finance Manager Liz Gurdin, Resource Sharing and Cataloging Librarian Kelsey Milner
Call to Order	<i>President B. Albitz called the meeting to order at 1:30pm.</i>
Amend Agenda	B. Albitz requested an amendment to the agenda to move the report from the Trustee and Officer Nominating Committee (ACT 4) to the top of the meeting, to accommodate the presenting trustee's schedule, and also to add an item regarding the VITAL hospital staffing service's contract structure, to follow the HRVH Membership application item (ACT 5). <i>By unanimous vote the agenda was amended as requested.</i>

New Business
Report from the Trustee and Officer Nominating Committee: Trustee Ballot and Canvassing for Officers
<p>K. Carter, chair of the Trustee and Officer Nominating Committee, shared with trustees details on the upcoming vacancies on the Board, to come with five trustee terms set to conclude in July. In total, five trustee positions are open for the 26/27 fiscal year. The four outgoing trustees are: F. Lattin, L. Shedrick, E. Rubin, and M.J. Russell. Their diligent service will be more formally celebrated at this year's Annual Meeting, but trustees took an opportunity today to thank them all for their diligent service to the Board and council.</p> <p>K. Carter presented the following slate of candidates up for election, including new or returning trustees:</p> <ul style="list-style-type: none"> • Representing Special Libraries, Kirsten Strigel Carter, Deputy Director and Supervisory Archivist, FDR Library & Museum, for a five-year term, 2026/2027-2030/2031. • Representing Public Library Systems, Laura Crisci, Library Sustainability Coordinator, Mid-Hudson Library System, for a five-year term, 2026/2027-2030/2031. • Representing Hospital Libraries, Kathryn Dauksza, MLIS, Medical Librarian, Good Samaritan Hospital Medical Staff Library, for a five-year term, 2026/2027-2030/2031. • Representing the Community-at-Large, Robert Quinn, Retired School Counselor, for a five-year term, 2026/2027- 2030/2031. • Representing the Community-at-Large, Scott Merritt, Retired Art Conservator and Museum Administrator, for a five-year term, 2026/2027- 2030/2031.

The ballot will be distributed to governing members in May, using a form created in Airtable. The draft ballot was provided for trustee review. The results will be announced at the Annual Meeting in June.

The Trustee and Officer Nominating Committee will reconfirm existing officers and canvas for positions as needed, with that slate to be presented at the May Board meeting.

E. Rubin made a motion to approve the slate of trustee candidates. Seconded by L. Shedrick.

E. Rubin thanked K. Carter for doing a great job leading the committee through this recruitment process. K. Carter acknowledged T. Killian's excellent and vital work on networking and communications throughout. B. Albitz thanked the Trustee and Officer Nominating Committee for their collaboration.

B. Albitz called the question. Motion carried.

Approval Of Minutes from January 15, 2026

The minutes from the January 15, 2026, meeting were presented to the Board of Trustees.
The minutes were entered into the record as presented.

Fiscal Report for January and February 2026

Trustees were presented with the fiscal reports for January and February 2026. Board Treasurer K. Lee noted that the council's finances are on track as expected compared to this point of the prior fiscal year.

Finance Manager L. Gurdin noted the following:

- The \$23k figure under Digital Navigator income comes from the second Hinchey grant.
- Future anticipated legislative grants include \$21k by the end of June, and \$30k pending approval of the application recently submitted by T. Killian.
- The previously approved \$9,300 expenditure for the building's Reverse Osmosis system installation has been processed.

The fiscal reports were filed as presented.

Planning Committee: Strategic Plan and Plan of Service

L. Shedrick, chair of the Planning Committee, briefed trustees on the extensive background and work put into the Strategic Plan and Plan of Service drafting process. These efforts began in October of 2024 and included engagement with a consulting firm, membership focus groups, a board retreat, and in-depth staff collaborations and involvement. L. Shedrick reports that the committee and consultants have worked efficiently and stakeholders were enthusiastic about contributing.

T. Killian noted that the consultants finished their work in late summer and provided draft documents for the staff to review and complete further development that focused on consistency, consensus, and alignment with stakeholder needs, before sending the revisions back to the Planning Committee. The council has received a \$3,000 Dyson grant for implementation, which will allow the council to again engage the consulting firm to help Southeastern prioritize goals and allocate resources over the coming coverage years.

L. Shedrick lauded the work of T. Killian for guiding the process and performing outreach to various stakeholders throughout. B. Albitz thanked L. Shedrick for her role as chair of the committee in keeping all involved “on task.”

Today’s packet submitted for Board approval constitutes the Strategic Plan (2026-2031), a comprehensive document that outlines objectives, actions, outcomes, and evaluation measures, and the Plan of Service (2026-2031), which follows the New York State Library’s requirements and responds to all questions and structural guidelines provided by the State Library.

A. Ashton made a motion to approve the Strategic Plan as presented. Seconded by B. Albitz. Motion carried.

B. Albitz made a motion to approve the 5-Year Plan of Service, developed in accordance with the provision of Education Law and the Regulations of the Commissioner and the requirements of the New York State Library on this date, Thursday March 19th 2026. Seconded by E. Rubin.

T. Killian explained that once the State Library’s submission portal is open, she is prepared to upload/enter the required data. Pending their review, the State Library will communicate any clarifying questions they may have.

B. Albitz called the question. Motion carried.

HRVH Membership Application: Northeast Millerton Public Library

L. Shedrick made a motion to approve the HRVH membership application from Northeast Millerton Public Library. Seconded by K. Lee.

T. Killian briefed trustees on the membership request, noting that the institution is working to digitize historical regional newspapers and yearbooks.

B. Albitz called the question. Motion carried.

VITAL Hospital Staffing Service

M.J. Russell made a motion to add Tier 1 and Tier 2 to the VITAL staffing service fee schedule. Seconded by A. Deutsch.

T. Killian briefed trustees on the proposed adjustment of the VITAL staffing service fee schedules.

The proposal is to split the current VITAL service into two tiers, one for hospitals with ≤ 150 beds (Tier 1, with a 2 hours/week minimum) and the other for those with > 150 beds (Tier 2, with a 3 hours/week minimum).

This restructuring of the VITAL service fees, and subsequent contracts would accommodate smaller regional hospitals, such as Ellenville Regional Hospital whose 2 hour/week librarian is retiring, to have access to information services.

B. Albitz called the question. Motion carried.

Kelsey Milner presentation on a partnership with the Hudson Area Library on a History of Whaling Online Exhibit

Southeastern’s Resource Sharing and Cataloging Librarian Kelsey Milner gave a presentation to trustees about Southeastern’s contributions to the Hudson Area Library’s recent history of whaling online exhibit.

“Hudson: A History of Whaling and Maritime Commerce” tells the story of the whaling industry in Hudson and its impacts on the development of the city. It included 25+ exhibit panels along with paintings, historical documents, and physical objects.

Hudson Area Library desired a way to preserve the exhibit’s content; Southeastern hosts digital exhibits through Omeka for HRVH members. It was a great opportunity for partnership.

Hudson Area Library provided K. Milner with their highly organized files, transcripts, resources, and pictures demonstrating how the exhibit was physically organized. K. Milner used that data to re-create the exhibit digitally, including edits to some of the historical documents and images to make them web accessible.

Once a draft of the digital exhibit was completed, K. Milner visited the exhibit in person and met with the History Room Coordinator, Brenda Shufelt, to review the draft and receive feedback. After implementing the recommended changes, the exhibit was published, and may be viewed here: <https://omeka.hrvh.org/exhibits/show/hudson--a-history-of-whaling--/introduction-part-one>

Informational Items

Update from the Executive Committee: Recommendations for Health Insurance Changes

B. Albitz, on behalf of the Executive Committee, shared the committee’s recent approval of the previously discussed changes to Southeastern’s health insurance provider and the addition of a reimbursement arrangement account for participating staff, as previewed at the January Board meeting.

President’s Report

Board President B. Albitz had nothing specific to report at this time.

Advisory Committee Reports: Hospital Library Services Program Committee (HLSP), Coordinated Collection Development Aid (CCDA) meeting

Trustees were provided with minutes from the recent advisory committee meetings.

M.J. Russell, on behalf of the Hospital Library Services Program Committee (HLSP), shared with trustees that the committee has determined not to renew the AccessMedicine subscription, as the resource is costly and recent usage trends low. M.J. Russell also extended thanks to Southeastern’s Hospital Library Services Manager, Sarah Holsted, for her excellent periodic usage data reports, which are an important resource when interacting with hospital administrators.

T. Killian briefed trustees about the recent Coordinated Collection Development Aid (CCDA) meeting, held with members of the Planning Committee and Southeastern’s academic members. Outcomes included member feedback on the annual process, subject selections, and

approval of the council's CCDA plan, as required by the State Library.

Director's Report

T. Killian briefed trustees on the Director's report, noting the following:

- Regarding state aid, the Governor's budget calls for the same amount of funding as last year, while the state assembly budget calls for a 4% increase and the state senate proposes a 9% increase. The council will observe the budget process as it plays out, and T. Killian will send trustees a link to NYLA's advocacy campaign after today's meeting.
- As Southeastern hosts and makes available several regional and statewide services for members who need to be E-Accessibility and Title II compliant, the council is developing a plan that will ultimately include an e-accessibility policy, web statements, and guidelines for members who contribute to these sites. The high-priority services are: EmpireADC, HRVH Historical Newspapers, Koha, and SEAL. The council's attorney is drafting policies and statements.
- Southeastern is a partner on a ConnectALL – Digital Equity Program Capacity project submitted by the Westchester Library System. If funded, the program will advance and help sustain the current Digital Navigator program. WLS has received an award notice, and the council is working closely with WLS on the proposal process and a forthcoming partner arrangement.
- This year's member benefit letter will include estimated dues and fees for 26/27. The benefit data will be in a separate report, providing usage and other participation metrics for Southeastern services, programs, and events. Letters will be posted by 3/23.

Annual Meeting and Twila Snead Award

T. Killian informed trustees that the Annual Meeting save-the-date postcards are in production.

Regarding the annual Twila Snead Award, to be presented at the Annual Meeting, nominations are due April 17; the council requests two trustee volunteers to join staff in selecting the winner. E. Rubin and A. Ashton volunteered.

Good of the Order

Trustees had nothing specific to report from their institutions at this time.

Adjournment

E. Rubin made a motion to adjourn the Board of Trustees meeting at 2:44pm. Seconded by G. Riario. Motion carried.

Respectfully Submitted,

Signed by:



Laurie Shedrick, Secretary

4/7/2026