



**Southeastern New York Library Resources Council
Minutes of the Board of Trustees Meeting
Conducted in person and via Zoom at Southeastern on May 21, 2026**

Board Members Present	Becky Albitz, Andy Ashton, Mary Jo Russell, Kirsten Carter, Laurie Shedrick, Josephine Bloodgood, Ellen Rubin, Floyd Lattin, Anne Deutsch, Beth Zambito
Board Members Absent	Grace Riario, Kristy Lee, Kim Hooper
Representing Southeastern	Executive Director Tessa Killian, Finance Manager Liz Gurdin, Hospital Library Services Program Manager Sarah Holsted
Call to Order	<i>President B. Albitz called the meeting to order at 1:32pm.</i>
Approve Agenda	B. Albitz requested approval of the agenda. <i>By unanimous vote the agenda was approved as presented.</i>

New Business	
Approval of Minutes from March 19, 2026	
The minutes from the March 19, 2026, meeting were presented to the Board of Trustees. <i>The minutes were entered into the record as presented.</i>	
Fiscal Report for March and April 2026	
Trustees were presented with the fiscal reports for March and April 2026. Finance Manager L. Gurdin noted the following:	
<ul style="list-style-type: none"> • The ConnectAll expenditure from April is listed; the council this month paid the Metro council and is hoping to see reimbursement from ConnectAll in June • The council has received \$17,500 in grants funds from the office of State Senator Michele Hinchey toward the Digital Navigator program and has submitted another reimbursement request, for \$13,560, and expects that to arrive in a few weeks • To explain the rollout of Dyson grant funds: the council received grant funds in FY 24/25 which were expended in 25/26, while the funds received in 25/26 (in the amount of \$3,000) are to be expended in 26/27 • \$25,000 in EmpireADC funding was received from ESLN will be expended by the end of the fiscal year as planned • The council is the “Fall Into Books” fiscal agent; the event is scheduled for October • The ‘Plant Grant’ funds received in FY 24/25 continue to be expended this fiscal year as planned, with some to carry over into 26/27 	
<i>The fiscal reports were filed as presented.</i>	
Report from the Finance and Personnel Committee: Recommendations for FY 2026/2027 Budgets and Funds	
<i>A. Deutsch made a motion to approve the FY 2026/2027 Southeastern budget as presented, with the understanding that if the State appropriation is less than the amount projected, any budget shortfall will be taken from the unallocated contingency fund. Seconded by A. Ashton.</i>	

T. Killian reports that the New York Library Association legislative committee has not provided updates on the final state budget details, which have yet to be released.

B. Albitz notes a projected council revenue increase of 3.58% based on the projected state budget and membership dues, and a projected expense decrease of 3.7%.

Trustees congratulated T. Killian and L. Gurdin on their clear budget presentation and efforts.

Trustees inquired if there has been any notable pushback from members on the increased dues. T. Killian shared that one VITAL hospital library member has yet to sign their contract and their final decision remains to be seen. Some of the smaller institutions, that already have little engagement with council services, have expressed concerns aligning their budgets; of those, one member was already planning to shutter its library. Trustees inquired about the possibility of offering a set rate in such circumstances, to maintain a static digital collection to be available to the public in the event of a member library closure or departure from council membership. The council will investigate this possibility and weigh options.

T. Killian noted an Empire State Development Grant through the ConnectAll office, for which the Westchester Library System has a draft contract; if awarded, the council will receive \$122,000 towards salaries over the period of a year and a half and \$50,000 towards incentive payments for members, as well as funds to cover other related expenditures that the council has been outlaying to date. As the grant is pending final approval these figures are not reflected in today's presented budget.

T. Killian also noted the council awaits receipt of \$30,000 in grant funds from State Senator Hinchey's office, to be applied toward salaries supporting the Digital Navigators program; the senator's office has offered an additional grant of \$20,000 for FY 26/27.

B. Albitz called the question. Motion carried.

B. Albitz requested approval of a Capital Improvements expenditure in the amount of \$6,000, to replace the lower-level exterior entrance as presented. By unanimous vote the proposal was approved.

B. Albitz requested approval of the fund reserve balances for FY 2026/2027 as presented. By unanimous vote the proposal was approved.

Official Designations for FY 2026/2027

A. Ashton made a motion to approve the Official Designations for FY 2026/2027 as presented. Seconded by A. Deutsch.

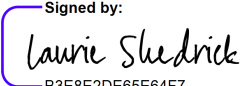
Trustees were provided with the FY 26/27 official designations document, which includes Board of Trustees meeting dates, council financial institutions, legal advisers, and accounting firm.

B. Albitz called the question. Motion carried.

<p>HRVH Membership Application: Blodgett Memorial Library</p>
<p>L. Shedrick made a motion to approve the HRVH membership application from Blodgett Memorial Library. Seconded by M.J. Russell.</p> <p>T. Killian briefed trustees on the membership request, noting that the institution will begin its project work with the council by digitizing historical postcards.</p> <p>B. Albitz called the question. Motion carried.</p>
<p>Charting a Path for the Hospital Library Services Program in the Next 5-Year Plan of Service</p>
<p>Southeastern’s Hospital Library Services Program Manager Sarah Holsted gave a presentation to trustees. The presentation spanned the 50-year history and planned future of HLSP, the council’s program to facilitate access to published medical information, in the context of the 2026-2031 Plan of Service.</p>
<p>Informational Items</p>
<p>Report from the Trustee and Officer Nominating Committee: Officers for FY 2026/2027</p>
<p>K. Carter, on behalf of the Trustee and Officer Nominating Committee, shared the FY 26/27 slate of officers, to be voted on during the June 5, 2026, board meeting:</p> <ul style="list-style-type: none"> • President, Grace Riario • Vice President, Andrew Ashton • Secretary, Kirsten Carter • Treasurer, Kristy Lee • Assistant Secretary-Treasurer, Becky Albitz <p>K. Carter thanked T. Killian for her helpful work in coordinating and communicating with trustees during the officer determination process.</p>
<p>Report from the Bylaws Committee</p>
<p>A. Ashton, on behalf of the Bylaws Committee, reported that the committee has picked up the work of the prior committee in reviewing the bylaws and noting minor grammatical and cosmetic edits; the committee is working to determine if these proposed bylaws edits rise to the level of requirement for immediate action, in consultation with the council attorney. They will await these determinations before moving forward with that formal process and will keep the board apprised.</p>
<p>Advisory Committee Reports: Regional Inter-Library Loan Committee (RIC), Digital Advisory Committee (DAC)</p>
<p>L. Shedrick, on behalf of the Regional Inter-Library Loan Committee, wished to highlight that Southeastern’s Systems Manager Zack Spalding and Resource Sharing and Cataloging Librarian Kelsey Milner are doing much laudable behind the scenes and quality of experience improvement work in support of inter-library loan, including webform/interface updates, statistics sharing, and ILL manual upkeep. RIC members are working on the idea of a shared chat group for ILL users to share resources and ask questions.</p> <p>J. Bloodgood, on behalf of the Digital Advisory Committee, shared the details related to the provided meeting minutes, highlighting work regarding web content accessibility, regional projects underway by members, and digital preservation efforts.</p>

Director's Report
<p>T. Killian briefed trustees on the Director's report, noting the following:</p> <ul style="list-style-type: none">• Southeastern's intern, Beth Noe, completed her work for her spring tenure with the council. Beth assisted with the council's Shadow Program to facilitate the pairing of library workers with their colleagues across library types and participated in site visits with members, herself. The Shadow Program arranged 19 visits among 40 participants. Beth's final project/report will be available as a forthcoming LibGuide reviewing the program details and outcomes.• T. Killian and Southeastern's Digital Services Manager Jen Palmentiero submitted an LSTA application, titled "Creating Accessible Digital Repository Content," which upon approval would provide \$20,000 to allow Southeastern to coordinate and fund a virtual training series for Empire State Library Network (ESLN) staff and selected library partners to learn how to contribute content to New York Heritage and Empire Archival Discovery Cooperative that meets WCAG 2.1 AA accessibility standards.• Southeastern's annual survey, required by New York State, is open. The survey is informed by last year's consultant work on the Plan of Service and is designed to take five minutes to complete.
President's Report
Board President B. Albitz had nothing specific to report at this time.
Good of the Order
<p>B. Albitz, on behalf of the Board of Trustees, expressed the board's shared appreciation for the dedicated and dutiful service of the departing trustees, Ellen Rubin, Mary Jo Russell, Laurie Shedrick, and Floyd Lattin. These trustees, in turn, expressed their pleasure in service to Southeastern and their satisfaction with working with the council staff and board.</p> <p>T. Killian noted that among themselves, outgoing trustees represent a cumulative 41 years of service to the council. More formal thanks will be expressed at next month's annual meeting, but all present shared their personal thanks and fond memories of time spent together working for the benefit of Southeastern and its members.</p>
Adjournment
<p><i>F. Lattin made a motion to adjourn the Board of Trustees meeting at 2:58pm. Seconded by E. Rubin. Motion carried.</i></p>

Respectfully submitted,

Signed by:

B3E8E2DE65E64F7...
Laurie Shedrick, Secretary
6/1/2026