



## September 3, 2019 Agenda

1. Call to order – 6:30 PM.
2. Pledge of Allegiance.
3. Adoption of agenda.
4. Minutes – approval of the August 6, 2019 meeting minutes.
5. Public comments.
6. Correspondence.
7. Treasurer / Finance Officer's report.
8. Library Director's report.
9. SALS - Sara Dallas.
10. Committee reports.
  - Program Planning.
11. Old business.
  - Charter application status (submitted April 2, 2018).
  - 2018 State aid for library construction grant (Attachment #1).
  - John G. Waite Associates Inc. architectural services.
  - 2019 State aid for library construction grant.
  - Trust lawyer.
  - Proudfit Hall railing.
  - 2020 Salem Town Budget.
12. New business.
  - New Public Library Minimum Standards (Attachment #2).
  - Other business.
13. Public comments.
14. Next meeting – October 1, 2019.
15. Adjournment.

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**From:** [Edward Donoghue](mailto:Edward.Donoghue)  
**To:** [Edward A. Donoghue \(donoghue.edward.a@gmail.com\)](mailto:Edward.A.Donoghue(donoghue.edward.a@gmail.com))  
**Subject:** FW: Construction project allocation notice 0386-19-7892  
**Date:** Friday, August 16, 2019 6:41:01 AM

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-----Original Message-----

From: maryanne.waltz@nysed.gov <maryanne.waltz@nysed.gov>  
Sent: Thursday, August 15, 2019 9:00 PM  
To: rebeccab@nycap.rr.com  
Cc: Edward Donoghue <edonoghue@eadai.com>; sgetty@sals.edu; sdallas@sals.edu  
Subject: Construction project allocation notice 0386-19-7892

Rebecca Brown  
Bancroft Public Library  
Bancroft Public Library

Congratulations! The New York State Library is pleased to announce that your library's application for the FY2018/2019 \$34 million State Aid for Library Construction Program has been approved for an allocation of State Aid in the amount of \$90,399.

The project number is 0386-19-7892. Please use this project number in all future communications.

Here is some important information about this project. Please review this information carefully and keep a copy of this official notification with copies of all project documents and related records.

?This notification constitutes formal approval of project number 0386-19-7892.

?The initial payment will be 90 percent of the State Aid allocation amount awarded for this project. The final 10 percent will be paid upon project completion.

?The official time period for the expenditure of the State Aid funds allocated for project number 0386-19-7892 is July 1, 2018 through June 30, 2021.

State Aid for Library Construction is funded in accordance with Education Law Section 273-a and Commissioner's Regulation 90.12. It is the recipient library's responsibility to conduct project activities in accordance with applicable statutes, regulations, guidelines, policies, terms, conditions and assurances. The New York State Education Department and the New York State Library have the right to recoup any and all State funds if the approved activities are not performed as stated in the application and/or if all of the State Aid and matching funds are not properly expended by the project end date.

For questions about this message or the State Aid for Library Construction Program in general, contact Mary Anne Waltz, State Aid for Library Construction Program Manager, Email: [Maryanne.waltz@nysed.gov](mailto:Maryanne.waltz@nysed.gov) Telephone: 518-474-1479

Additional information about the New York State Library's State Aid for Library Construction Program is available on the State Library's website at: <http://www.nysl.nysed.gov/libdev/construc/index.html>. There is \$34 million available in State Aid for Library Construction funds for FY2019/2020. Applications are due soon. Please contact your public library system for information about application due dates.

The New York State Library is a unit within the Office of Cultural Education in the New York State Education Department.

New York State Education Department

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## Bancroft Library

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**From:** Dallas,Sara <sdallas@sals.edu>  
**Sent:** Tuesday, August 20, 2019 10:47 AM  
**To:** Getty, Susan; donoghue.edward.a@gmail.com  
**Cc:** Freudenberger, Erica; Scott, Jack  
**Subject:** FW: Minimum standards

Hi Susan and Edward,

The new public library minimum standards will begin January 1, 2021. I am sharing this information with you to help your library will be in compliance with the new minimum standards. The standard that may take the longest to complete is the **community-based**, board-approved, written long-range plan of service developed by your library board of trustees and staff. This document will serve as the basis for many of the other standards. The library's website will need to contain specific information about the library.

Here are the three new standards:

- Library programing
- Annual technology training for library staff
- Establishing and maintaining partnerships with other education, cultural and community organizations.

Major amendments include:

- Updates to the standards related to library bylaws, a long-range plan, an annual report, annual budget, and the evaluation of programs, services, and collections.
- Addition of language to the existing standards to clarify that current information about the library, its governance and its services should be available to the community in both print and online.
- Addition of language to the existing standard about maintaining a library facility that addresses community needs and to clarify the need for adequate data infrastructure.
- Updates to the current language in the standard related to providing equipment, technology and internet connectivity to address community needs, to include the need for a circulation system that facilitates access to the local library collection and other library catalogs.
- Addition of three new standards — one related to library programming, one related to annual technology training for library staff, and one related to establishing and maintaining partnerships with other education, cultural and community organizations.

Amendments became effective as a permanent rule on August 1, 2018. The current standards will expire on December 31, 2020, and all “new” updated standards will take effect as of January 1, 2021.

This link will bring you to a document with more detail.

<http://www.nysl.nysed.gov/libdev/helpful/index.html>

Please let us know how we can assist you and your library in meeting the minimum standards.

Sara

Sara Dallas  
Director

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ALA Council at Large 2018-2021  
Freedom to Read Foundation-Trustee  
Merritt Fund-Trustee  
Chair – ALA Intellectual Freedom Roundtable Program Subcommittee  
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Chair – NYLA Intellectual Freedom Committee

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